

Technology Procurement Technical Approval Request

Agency Name

Contact

NJCFS Account Number

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| **NJSTART****Number** | **Contract/Blanket PO** | **Vendor** | **Amount** |
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1. This request is for Hardware Software Services
	1. Is this Infrastructure or Infrastructure related? Yes No
	2. Is this a renewal? Yes No
2. Provide a ***detailed description of item(s) requested***.
3. Describe the business need that is being addressed and include the consequences of this request being denied.
4. Tactical Plan Tracking # Tactical Plan Project Name
5. This project is:

Maintenance Refresh Existing Project New Project

* 1. If the project is new, please provide a revised Tactical Planning Part 1 document and Project Status Worksheet to OIT.workrequest@tech.nj.gov.
1. SAR Process: If this procurement is in support of a new project or upgrade/change to an existing project
2. Technology Initiation Proposal (TIP or LSAR) date? - provide supporting TIP/LSAR System Architecture Review (SAR) documentation. If no TIP or LSAR has been completed, please explain \_\_\_\_\_\_
3. What is the estimated project start date with internal staff and/or vendor? \_\_\_\_\_
4. What is the planned go-live or implementation date? \_\_\_\_\_\_\_\_\_

All information above follows all relevant OMB and OIT Circulars, statutes, policies, and regulations. All back-up documents must comply with the method of operations for the contract in use and must be provided. OIT reserves the right to request additional information if required after initial review.

Agency CIO (or designee) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_

This form must be sent to: oitprocurement@tech.nj.gov