

Project Process Agreement

Project Name	CL1		
Project Description	Complexity Level 1 Project		
Release	1		
Complexity Level	1		
IT Intake Form	Provide (New)	Database Design Document	Provide (New)
Enterprise Architecture Analysis Artifacts	Waive	Physical Database / Model	Provide (New)
Business Case	Provide (New)	Interface Control Document	Provide (New)
Requirements Document	Provide (New)	Data Use Agreement	Waive
High-Level Technical Design	Provide (New)	Test Case Specification	Waive
Section 508 Product Assessment Package	Combine	Data Conversion Plan	Waive
Project Process Agreement	Provide (New)	Computer Match/Interagency Agreements	Waive
Project Charter	Waive	Implementation Plan	Waive
Information Security Risk Assessment	Provide (New)	User Manual	Waive
System Security Plan	Provide (New)	Operations & Maintenance Manual	Waive
Privacy Impact Assessment	Waive	Business Product/Code	Waive
Logical Data Model	Waive	Version Description Document	Provide (New)
Release Plan	Waive	Training Plan	Waive
Project Management Plan	Provide (New)	Test Summary Report	Provide (New)
System of Records	Waive	Training Artifacts	Waive
Test Plan	Provide (New)	Contingency Test Plan	Waive
Project Schedule	Provide (Update)	Security Assessment	Waive
Risk Register	Provide (New)	Authorization Package	Waive
Issues List	Combine	Plan of Action & Milestones	Provide (Update)
Action Items	Combine	CMS CIO Provided Authority To Operate	Provide (New)
Decision Log	Combine	System Disposition Plan	Waive
Lessons Learned Log	Combine	Post Implementation Report	Waive
Contingency Plan	Provide (New)	Annual Operational Analysis Report	Waive
System Design Document	Waive	Project Closeout Report	Waive
		Monitoring Reports	Waive

Stage Gates

Architecture Review (AR)	Perform	Validation Readiness Review (VRR)	Combine
Investment Selection Review (ISR)	Perform	Implementation Readiness Rev (IRR)	Combine
Project Baseline Review (PBR)	Combine	Production Readiness Review (PRR)	Combine
Requirements Review (RR)	Combine	Operational Readiness Review (ORR)	Perform
Preliminary Design Review (PDR)	Combine	Post Implementation Review (PIR)	Waive
Detailed Design Review (DDR)	Delegate	Annual Operational Analysis (AOA)	Waive
		Disposition Review (DR)	Waive

Tests

Unit Testing	Conducted	System Acceptance Testing	Not Conducted
Application Integration Testing	Not Conducted	Performance & Stress Testing	Not Conducted
Section 508 Testing	Combine	Initial ST&E	Not Conducted
System Testing	Conducted	Final Integration Testing	Not Conducted
Functional Testing	Conducted	Initial Contingency Planning Testing	Not Conducted
End-to-End Integration Testing	Not Conducted	Production Ready Testing	Not Conducted
User Acceptance Testing	Not Conducted	Monitoring & Reliability Testing	Not Conducted
Regression Testing	Not Conducted	Operational ST&E	Not Conducted
Section 508 Testing	Not Conducted	Audits	Not Conducted
Infrastructure Testing	Not Conducted	Operational Contingency Planning Testing	Not Conducted

APPROVALS:

IT Project Manager	Print Name	Date
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Business Project Manager	Print Name	Date
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CMS IT Governance / PMO	Print Name	Date
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CMS Executive Sponsor	Print Name	Date
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