

# Project Process Agreement

**Project Name** CL2

**Project Description** Complexity Level 2 Project

**Release** 1

**Complexity Level** 2

IT Intake Form	Provide (New)	Database Design Document	Provide (New)
Enterprise Architecture Analysis Artifacts	Provide (New)	Physical Database / Model	Provide (New)
Business Case	Provide (New)	Interface Control Document	Provide (New)
Requirements Document	Provide (New)	Data Use Agreement	Provide (New)
High-Level Technical Design	Provide (New)	Test Case Specification	Provide (Update)
Section 508 Product Assessment Package	Provide (New)	Data Conversion Plan	Waive
Project Process Agreement	Provide (New)	Computer Match/Interagency Agreements	Provide (New)
Project Charter	Waive	Implementation Plan	Combine
Information Security Risk Assessment	Provide (New)	User Manual	Provide (Update)
System Security Plan	Provide (New)	Operations & Maintenance Manual	Provide (Update)
Privacy Impact Assessment	Provide (New)	Business Product/Code	Provide (New)
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	Provide (New)	Training Artifacts	Provide (New)
Test Plan	Provide (New)	Contingency Test Plan	Combine
Project Schedule	Provide (Update)	Security Assessment	Provide (New)
Risk Register	Provide (New)	Authorization Package	Provide (New)
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	Combine	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)	Delegate
Project Baseline Review (PBR)	Delegate	Production Readiness Review (PRR)	Combine
Requirements Review (RR)	Combine	Operational Readiness Review (ORR)	Perform
Preliminary Design Review (PDR)	Perform	Post Implementation Review (PIR)	Delegate
Detailed Design Review (DDR)	Delegate	Annual Operational Analysis (AOA)	Waive
		Disposition Review (DR)	Waive

## Tests

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

## APPROVALS:

**IT Project Manager** Print Name Date

**Business Project Manager** Print Name Date

**CMS IT Governance / PMO** Print Name Date

**CMS Executive Sponsor** Print Name Date