Business Demand Development Workflow

Phase bar (top):
Draft | Submitted / Classification | Screening / Assessment | Qualified | Approved / Proposed | Completed

Sub-phase bar:
Demand Being Drafted (Idea Development) | Demand Being Developed | Demand Being Assessed and Scored | Demand Being Prioritized for Proposal | Demand Requirements & Charters Being Developed | Demand Requests Being Fulfilled by Projects

Swimlanes: Source / Requestor | Liaison | Demand Portfolio Manager | IT Governance

Milestones (bottom): Draft Submitted | Sent to ITG | ITG Scored | Project Proposed | Project Commit

Overlay labels: EVENT DRIVEN | SCHEDULE DRIVEN

Nodes

1a. Department / Liaison interaction
1b. Customer Solicited
1c. DoIT Team
1d. Event / Calendar Based

2. Submitter documents idea as a draft demand.

3. Liaison works with department to complete business case.

4. Is the business case complete and concise?

5. Liaison work with department to improve business case. (No)

6. Portfolio manager work with team managers to estimate and document resources needed.

7. Portfolio manager assesses and scores project complexity and risk (TAC 216).

8. Is this baseline work or an operational project?

9. Full request including risk assessment forwarded to IT Governance(ITG).

12. Does ITG request further information or clarification?

13. ITG Requests Project Sponser and/or SMEs to attend ITG Meeting for Q&A.

14. ITG asseses and scores impact and strategic alignment.

15. Does ITG approve the request?

16. Project Sponsor Notified (No)

17. Request moved to approved backlog ready for quarterly ranking. (Yes)

18. Is the request classified as core IT?

18. **ITG Ranking** ITG prioritizes business project requests for the quarter.

19. Senior managers develop proposals for business project for project proposal.

20. Functional managers develop proposals for core IT project for project proposal.

21. **Project Proposal** Management team reviews project proposals.

22. Managers work with team members to understand requirements.

23. **Charter Chat** Management team reviews project charters.

25. **Project Commit** Management team approves project charters.

26. Was the project committed to?

27. Project Managment Process

16. Project Sponsor Notified