FARM CREDIT ADMINISTRATION

Information Resources Management

IRM PLAN

Fiscal Years
2009-2014

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The Farm Credit Administration (FCA or Agency) develops its Information Resources Management (IRM) Plan to help us focus on the future. Appropriate use of technology throughout the Agency is a prerequisite for operating in an effective and efficient manner to achieve FCA's mission. In order to successfully implement technology, we must plan how we will use it and then closely monitor the execution of the plan. Effective IRM planning and implementation of the plan allows us to take full advantage of the opportunities technology provides.

During the past year we implemented technology that provides the Agency new ways to improve workflow, communication, and collaboration. We worked together to implement a technology infrastructure that meets our needs well into the future. Now it is time to begin migrating legacy applications into the new technology infrastructure, building new applications and automating work processes to take full advantage of our investments in technology. During the next 18 months, we will migrate our legacy applications into our new infrastructure. We will take advantage of our new tools to improve the impact of these applications. We will explore and tap new sources of data and find new ways to turn data into the information that managers and staff need to effectively perform their responsibilities.

We will leverage the capabilities of our new infrastructure to enhance our ability to collaborate and communicate. We will use tools like Unified Communications, desktop videoconferencing, and web-based meeting technology to better support the way we work. We will design and implement a records and knowledge management system, begin building business intelligence data to provide useful management information, and look at ways to more quickly identify and analyze changes in agriculture and the Farm Credit System (FCS or System). As we look forward to the coming year, we will continue to work together to identify and implement technology that will increase the effectiveness of the Agency and improve our ability to oversee the delivery of financial services to agriculture and rural America.

When we create a climate of innovation and creativity, we open the door for all FCA staff to participate in envisioning new approaches to using technology to improve the performance of our Agency. We have the talent and critical resources needed to continue to be successful if we work together to develop a common vision of FCA's IT needs. We need to use our diversity of experience to ensure that we focus our efforts for the benefit of the entire Agency, not just for individual business units. Through this collaboration between offices and with proper project prioritizing, we will continue to deliver the Agency's critical IT needs and improve the effectiveness of the FCA.

The IRM Operations Committee (IRMOC) has contributed a great deal to the Agency's planning success. The framework in place today ensures that FCA business needs drive the IRM program and associated budgets. I want to recognize and thank Michael Anderson, Phyllis Applebaum, Joseph Connor, Gaylon Dykstra, Doug Gandy, Christine Quinn, Chet Slipek, and Jane Virga for their faithful service on the IRMOC.

> Doug Valcour
> Chief Information Officer

ROLE OF THE IRM PLAN

The role of the IRM Plan is to design a program that supports effective IT asset management and investment control. The planning process supports timely and cost-effective IT and services, and identifies new system and application development needs and IT purchases that significantly contribute to accomplishing the Agency's mission.

Four major functions contribute to fulfilling this role:

- Policy and Planning
- Technology Management
- Information Management
- Information Security Management

The Agency's Chief Information Officer (CIO) administers IRM policy and planning and is supported by the IRMOC. The CIO serves as the principal technical adviser to the Chief Executive Officer (CEO) and Senior Staff on all issues related to IRM. The CIO is the designated senior official for IRM acquisitions.

The Office of Management Services (OMS) annually develops a five-year plan for addressing and fulfilling the Agency's information technology needs and integrates applicable government-wide directives affecting IRM functions into Agency policies, procedures, guidelines, and directives. The IRM Plan works in concert with the Human Capital and Financial Plans that OMS develops. The close linkage between these plans assures that FCA has the resources necessary to carry out the IRM plan. In addition, the plans work together to ensure that FCA has the talent needed to better leverage our investment in technology.

The OMS's responsibilities are performed under policy guidance provided by Office of Management and Budget (OMB) Circular A-130, the "Management of Federal Information Resources," and in accordance with Section 508 of the Workforce Investment Act of 1998.

PLANNING ASSUMPTIONS FY 2009-2014

The key to effective IRM planning is to understand how technology can be deployed to enhance and support the business processes of an organization. With a solid infrastructure in place, planning identifies and prioritizes opportunities to improve FCA's efficiency and effectiveness. Using the planning assumptions listed below as guidance, we will map our strategy of using IT to support and improve our business processes.

- FCA will comply with the requirements of the Federal Information Security Management Act of 2002 (FISMA). This, and other legislation, sets baseline security standards and requirements for Federal agencies. We will continue to improve our ability to protect Personally Identifiable Information (PII).

- The changing economy, emerging financial needs in agriculture, and the consolidation of assets in the FCS drive the need to provide more forward-looking oversight of the FCS. A priority will be improving the quality and availability of data, particularly related to institutions as well as loans and commodities, without creating an undue burden on the FCS.

- The Agency will continue to expand interconnectivity with FCS computing systems to facilitate the timely, efficient access to loan data.

- The need to streamline our processes to more effectively interact with our constituents and partners will be supported by our infrastructure. We will employ technologies like SharePoint and Web-enabled applications to seamlessly incorporate all stakeholders in the regulation development process.

- We will continue to invest in the communications and collaboration potential of our technology to improve the effectiveness of how we work together. The use of wireless broadband technologies will allow timely access to Agency resources from virtually any location.

- The need to build business intelligence and efficiently manage our resources will require that we develop and deliver more timely management information to decision makers.

- During the next two years, our inventory of custom applications and systems will be evaluated for effectiveness and, where appropriate, migrated into a Web-based environment that will complement the needs of the Agency.

- Leveraging our investment in new technologies, we will improve data standards along with an electronic record keeping and knowledge management capability so as to effectively manage our electronic documents and records.

- We will continue to pursue standard hardware and software configurations to provide a reliable, secure technology environment that is efficiently maintained.

Over the next five years, technology will be important to achieving FCA's mission cost effectively. We will continually embrace and adopt new technology while evaluating and choosing IT investments through a disciplined process that weighs the risks against expected returns or results. Cost-containment will remain a high priority, but we must be ready and able to change to incorporate new cost-effective improvements that support our long-term mission. The OMS looks forward to effectively partnering with Agency staff to ensure IT needs are recognized, evaluated, and met.

IRM PLANNING

The IRM Plan is an integral part of FCA's overall planning, and it supports the Agency's strategic planning. The Agency's goals and objectives guide the IRM program.   The FCA Board provides direction and oversight to earmark resources for the most critical needs of the Agency. The CEO provides direction and oversight to the Agency's operations, including the IRM program. The IRMOC provides business unit advice to the CEO as part of its role in recommending a five-Year IRM Plan.   The IRMOC coordinates operational matters and provides a forum for communication between the CIO and other Agency staff.

As part of our overall information resources management program, we maintain a strong capital planning and investment control process. IRM initiatives are requested from FCA operating units during the IRM Planning Call. This process determines the scope of technology change needed by the Agency, and allocates resources in the most cost-effective manner.   The IRMOC, composed of managers from each Office who are knowledgeable about Agency operations, reviews all proposed IRM project submissions, recommends priorities to IRM initiatives, and communicates its views to Offices. The IRMOC review process considers cost, risk, anticipated return, and alignment with and impact on FCA's enterprise architecture.   The CEO approves or adjusts IRMOC recommendations for budget and project approval.

The CIO modifies IRM initiatives as required during the year to support changing business needs.   The intent of the IRM Plan is to provide the resources needed to support the FCA's strategic planning. Initiatives and projects proposed during the annual Call must support the Agency's strategic goals and objectives.

FCA'S MISSION AND STRATEGIC GOALS

The FCA is an independent agency in the executive branch of the U.S. Government. It is responsible for regulating and examining the banks, associations, and related entities of the Farm Credit System (FCS or System), including the Federal Agricultural Mortgage Corporation (Farmer Mac). The FCS is a nationwide network of borrow-owned financial institutions that provide credit to farmers, ranchers, and agricultural and rural utility cooperatives. Originally created in 1933 by an Executive order of President Franklin D. Roosevelt, the Agency derives its powers and authorities from the Farm Credit Act of 1971, as amended.

The FCA does not receive a Federal appropriation. It is funded through assessments paid by System institutions. The Agency maintains its headquarters and a field office in McLean, Virginia. There are also field offices in Bloomington, Minnesota; Dallas, Texas; Denver, Colorado; and Sacramento, California.

> The Farm Credit Administration ensures a safe, sound, and dependable source of credit and related services for agriculture and rural America.

To achieve this mission, the Agency must keep an innovative and skilled workforce that uses and manages technology and information effectively and efficiently.

FCA's two strategic goals are:

> 1. Ensure the Farm Credit System and Farmer Mac fulfill their public mission for agriculture and rural areas.
>
> 2. Evaluate risk and provide timely and proactive oversight to ensure the safety and soundness of the Farm Credit System and Farmer Mac.

For FCA to succeed, it is important that each Office eliminate duplication of effort and explore new ways to work together to develop Agency-wide information systems that support achievement of the Agency's strategic goals.

IRM Call submissions will ultimately result in an action plan to carry out these goals. The action plan, known as the IRM Plan, will be recommended by the IRMOC and then approved by the CEO.

TACTICAL PLAN

The OMS plans all IRM support for the Agency by allocating IT staff to maintain the following three major project categories.

Infrastructure includes the resources needed to provide the underlying support and services that must be in place to operate the Agency's general support system and the two major database systems that support FCA's applications. Infrastructure also ensures Agency compliance with Federal laws, OMB guidelines, and executive directives. In addition, infrastructure provides the direct contact needed to enable staff to do their work.

Maintenance is the routine service work necessary to operate the Agency's computer applications with a high degree of confidentiality, integrity, and availability.

Development is work performed for Agency offices to create new or significantly enhanced information systems.

■ Infrastructure	□ Maintenance	■ Development

23%

5%

72%
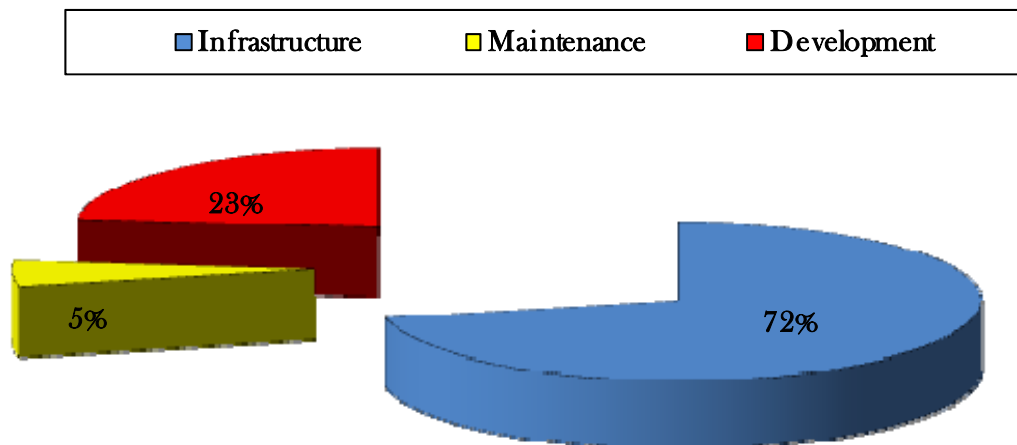
IRMOC reviewed and prioritized FY 2009 information systems development project proposals using a methodology obtained from OMB on evaluating investments in IT. This tactical portion of the IRM Plan communicates FCA's IRM direction, initiatives, and priorities for the next fiscal year.

A. INFRASTRUCTURE PROJECTS

The IT staff devotes significant effort each year to provide the direct user support needed to ensure that Agency employees effectively use FCA's IT capabilities and leverage its investment in technology. IT staff also ensures Agency compliance with Federal laws, OMB guidelines, and executive directives. This work is increasing each year because of new requirements that affect all Federal agencies, including the Government Performance and Results Act, FISMA, and the Government Paperwork Elimination Act (GPEA). We are budgeting 3,736 staff days to infrastructure support and services, a small decrease over last year's hours.

Network and Database Administration

These projects ensure the Agency's essential services are available to minimize the burden on staff and to enable staff complete to work efficiently, effectively, and securely. Network administration includes the activities to support the Local Area Network (LAN), Wide Area Network (WAN), and modem connections. The Agency relies on the services provided over the LAN/WAN, which include e-mail, custom applications, data access, and the Internet. These resources also provide the routine daily work that is necessary to keep the network running securely and smoothly, including data backups, accounts management, configuration management, and operating system updates.

This year we will build applications and automate work processes and evaluate and begin to migrate our legacy applications into our new infrastructure. We will migrate our legacy applications into new Microsoft tools, migrate Oracle data to SQL Server, and migrate Lotus Notes to SharePoint and Visual Studio. We will utilize SharePoint to provide a centralized and secure area for electronic storage and retrieval of Agency documents as well as automate disposition of documents at the end of their life cycle. New tools will improve effectiveness and efficiency of the applications to provide support to work groups at all levels. Activities include preserving the integrity of the databases, optimizing their use, and maintaining strong access control over them. Technology Team (TT) and Application Team (AT) staff provide this maintenance both in the McLean headquarters office and field offices. We will devote 1,545 days for network and database administration, which is a small decrease from the previous year.

User Support and Services

A major responsibility of the TT, AT, and Client Services and Communications Team (CSCT) is to provide support and services to FCA employees. The CSCT staff manages the Help Desk, which provides a single point of contact for Agency staff to submit service requests for training, duplicating, personnel, budget and finance, and/or software and technology. CSCT also delivers operational support services to upgrade, maintain, and repair hardware; maintains infrastructure of the Web site; offers videoconference capability; resolves user interface problems; and advises users on hardware and software issues. The teams have a responsibility to identify and arrange for delivery of Agency training needs in office automation products, Outlook, SharePoint, Internet applications, and computer security. We expect to devote 1,406 staff days of support to users, consistent with last year's support services hours.

IRM Planning, Computer Security, and Operations Management

OMS develops the Agency's IRM Plan to work in concert with the FCA Strategic Plan. IRM planning includes the resources necessary for developing plans, budgets, resource estimates, disaster recovery, the Continuity of Operations Plan, and periodic monitoring and reporting of progress of the IRM Plan.

We continue to update our internal operating procedures to cover life-cycle development, end-user development, capacity planning, and configuration management. We also work to ensure security and protection of existing FCA information resources from external and internal threats. We ensure continuous operation of the Agency's emergency operations center. Information records management encompasses records management activities to make sure we comply with Federal laws and rules about Federal records. We will continue to monitor developments about electronic mail and Federal electronic record-keeping requirements. OMS estimates 785 staff days to support management of these areas, which also includes fulfilling Agency requirements under OMB Circular A-130, Department of Homeland Security, GPEA, and FISMA.

B. MAINTENANCE PROJECTS

Maintenance projects ensure that existing applications are efficiently and effectively preserved to support Agency business functions. These are routine projects for ongoing analysis, updates, and fixes to systems to improve their performance. We must maintain existing applications and ensure they are well organized and adequately support Agency business functions. On the basis of a collaborative effort with system sponsors, we are budgeting 277 staff days to maintaining existing applications. This is consistent with what was projected last year.

C. DEVELOPMENT PROJECTS

New system development projects further the goal of encouraging innovative uses of technology geared toward improving Agency information collection, retrieval, and distribution. Development projects will evaluate and select appropriate tools and applications to be built based on the needs identified by the key workflows to support and optimize the new architecture. Work on migrating legacy applications to the new tool set and design and porting the newly designed applications to the target architecture will be scheduled. This work encompasses projects such as developing new or custom applications, providing the capacity to conduct business electronically, both internally and externally; ensuring public access to Federal information; providing Government-wide e-mail; and developing workflow applications.

New system development projects in FY 2009 are projected to require 1,215 staff days, a small decrease from the previous year. There are 16 proposed development projects. The dollar costs reflected for each project include FCA resource costs as well as externally purchased resources.

1. Application Conversion – OMS – High Priority - Quarter 1

The objective of this project is to ensure that the new infrastructure put in place in FY 2008 is utilized efficiently and effectively. This requires that the applications be moved to the new infrastructure so that the licensing costs of the old application software (Lotus Notes and Oracle) will no longer be needed and so that the capabilities of the new infrastructure are integrated into FCA's custom applications.

To take full advantage of the new capabilities in the Microsoft tools recently implemented at FCA, we must migrate legacy applications to the new Microsoft tools. The Oracle data will be migrated to SQL Server and the Lotus Notes applications will be migrated to SharePoint/Visual Studio. These migrations minimize maintenance costs by eliminating maintenance on the old enterprise software (Oracle and Lotus Notes). This migration will also enable the AT to enhance their development skills on a few tools (SQL Server, SharePoint, and Visual Studio) rather than spreading their areas of expertise over both the old and new tools.

This project will enable OMS to continue to provide high-value applications (i.e., CRS, TRS, OE's Oversight and Examination database, OE's E-Data Portal for the FCS institutions) to the Agency's users of the new infrastructure.

An additional benefit of migrating the Lotus Notes applications to SharePoint is that the data in the applications will be more easily accessible for further analysis and reporting by Agency staff because it will be stored in a relational database (SQL Server) rather than a proprietary Lotus Notes format. The SQL Server data are easily accessed by end-user software such as Excel and Access that is part of the Agency's standard laptop configuration.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	332,000	127,000	15,000	5,000	20,000	5,000	504,000
OMS Hours	4,333	1,167	0	0	0	0	5,500

2. Budget Call System – OMS – High Priority – Quarter 1

The objective of this project is to modify the Agency's budget formulation system by adding a budget projection feature and to position it to easily handle further enhancements and integration with other subsystems. This system allows the proper formulation and planning of our budget process to adequately prepare for future years' operations and improvements.

The current Budget Call System has undergone many changes and quick fixes throughout the years to comply with new regulations and management requirements. After careful analysis, it has been determined that the Budget Call System, to operate more effectively, requires an upgrade for FY 2009. Both the Finance and Application Teams have developed a three-phase plan to facilitate revamping the Budget Call System. The first phase includes keeping the basic function the system currently delivers with enhancements from the 2008 development; phase two will eliminate the need to deliver hard copy operating plans to OMS; and phase three will include an application for budget projections. Data could be loaded from the financial system so projections can be applied as well as "what if" scenarios. Customers would be able to enter scenarios for hiring, salary increases, and possible retirements for salary projections. The new design will also include examining and building other areas that would feed into the Budget Call System, similar to the way the IRM Call application currently operates. Other areas of consideration are with the Individual Development Plan and training, procurement, travel, and human capital planning. Feedback from the users will be an essential part of the development.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	33,600	16,800	16,800	5,700	5,700	5,700	84,300
OMS Hours	480	240	240	55	55	55	1,125

3. CRS Call Report Changes – OMS – High Priority – Quarter 1

This project is to maintain the Call Reports as an effective, complete, and relevant electronic source of FCS financial data for the general public, FCS institutions, FCA management, financial analysts, and FCA examiners. Significant changes to the Call Reports are expected every one or two years.

The CRS users (e.g., Agency staff and FCS Institutions) are surveyed annually for their input on the Call Report data elements. The survey focuses on ensuring that FCA collects all the data elements needed by various user groups and eliminating data elements no longer needed. In addition to the survey, we review recent changes in Generally Accepted Accounting Principles (GAAP) and the reporting requirements of other financial regulators to determine if conforming modifications to Call Report data elements are needed. Maintaining appropriate Call Report data elements are critical to ensuring that the needed information is available for conducting risk analyses and monitoring System institutions for safety and soundness.

Periodic changes to Call Report data elements are needed to ensure the information collected is consistent with GAAP and relevant to the Agency's information needs. The changes can include both the addition of relevant data items as well as the elimination of obsolete items. Eliminating obsolete data elements decreases CRS costs and reduces the reporting burden to System institutions. This project is critical to the ongoing usefulness of CRS to our customers. Customers demand that Call Report data be complete, accurate, and relevant to their information needs, which include preparing analyses that support key Agency activities of policy and regulation development, risk analyses, and supervision.

Proposed changes to CRS that will be implemented in FY 2009 include adding and deleting a few variables. Each of these changes will require a change to Call Report schedules, to the data collection and processing of the schedules, an analysis of the ratios to see if any changes are required, and coordination with CRS users to determine whether user-developed applications are affected by these changes. It is likely that the year-to-date (YTD) ratios will be changed to rolling four-quarter ratios.

OMS plans to automate the process of transferring files received in the CRS Web Portal to the FCS Submissions database.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	100,800	19,200	33,600	33,600	33,600	33,600	254,400
OMS Hours	1,600	240	480	480	480	480	3,760

4. Electronic Work Papers – OIG – High Priority – Quarter 2

This project will automate the recordkeeping of audit and inspection work papers, which are needed for confidentiality. The automation of office work papers will enhance the OIG's audit and inspection operations and ability to access and manage the documentation.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	3,240	3,240	1,080	1,080	1,080	1,080	10,800
OMS Hours	30	30	12	12	12	12	108

5. Farmer Mac Call Reports – OSMO – High Priority – Quarter 3

This project will provide increased quality of data needed by OSMO in examining and supervising Farmer Mac. The electronic submission will improve efficiency in Farmer Mac's submission and FCA's collection, storage, and utilization of such data. It will contribute to improved regulation and will facilitate offsite monitoring, analysis, and examination by FCA. The technology will also enhance administrative efficiencies at both FCA and Farmer Mac.

The project calls for (a) electronic submission of Call Reports by Farmer Mac; (b) electronic storage and retrieval of Farmer Mac's Call Report data; (c) making Farmer Mac Call Report data electronically accessible for regulatory and examination staff; and (d) bringing Farmer Mac Call Report submission, storage, and retrieval in line with that of FCS banks and associations.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	16,800	12,000	9,600	9,600	9,600	9,600	67,200
OMS Hours	160	80	80	80	80	80	560

6. Federal ID Smart Card - OMS – High Priority – Quarter 1

FCA must comply with the Homeland Security Presidential Directive (HSPD-12) for a common identification standard for Federal employees and contractors.

Smart cards will (a) be strongly resistant to identity fraud, (b) be able to be rapidly authenticated electronically, (c) be issued only by authenticated providers, and (d) allow physical access to federally controlled facilities and logical access to federally-controlled information systems.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	73,565	10,000	10,000	10,000	12,400	10,000	125,965
OMS Hours	120	0	0	0	0	0	120

7. Financial Risk Model – ORP – High Priority – Quarter 4

The objective of this project is to develop a risk model that will focus on risk identification, stress testing, portfolio management, and techniques employed by regulated entities in order to take proactive steps through various scenario analyses.

This project will leverage the information available in the loan database that is currently under development. The project will use existing software to identify and evaluate risks in the FCS loan portfolio.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	24,000	0	0	0	0	0	24,000
OMS Hours	40	0	0	0	0	0	40

8. GIS Web Applications – ORP – Medium Priority – Quarter 4

This project is to develop GIS Web Applications the public can use to (a) determine eligibility of a specified location for a rural home loan or investment in rural America and (b) identify the FCS institution that services a specified location.

A contractor will assist FCA in developing a Web application with specific GIS tasks to aid FCA in its regulatory role. These tasks will include but not be limited to:

a. Rural Eligibility Identifier – develop a Web application located in the FCS Information section of FCA's Web site for use by any external party to determine whether or not the subject property is located in an eligible area for rural home loans and Investments in Rural America (IRA). The data tables and GIS layers that define and display eligible areas under these two programs have already been developed and will be provided to the contractor to develop the Web application. This application would help both ORP in fielding questions regarding eligibility as well as aid OE in their exam process.

b. FCS Institution Territory Identifier – develop a Web application located in the FCS Information section of FCA's Web site for use by any external party to determine which FCS institution services a particular address or county. This application would aid OCPA in fielding questions they receive from the public regarding FCS office locations. The GIS layers that define and display the territories of the 93 FCS institutions have already been developed and will be provided to the contractor to develop the Web application. The plan for this section would be to display an interactive U.S. map so individuals could select their state and county which would take them to a page containing the affiliated institution(s) contact information. The FCS institution contact information is already available on FCA's Web site. A second option should also be explored to allow individuals to enter a particular address instead of going through the interactive map to take them directly to the institution(s) contact information.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	112,600	38,200	4,600	4,700	4,800	4,850	169,750
OMS Hours	160	160	0	0	0	0	320

9. Legislative Histories – OGC – Medium Priority – Quarter 1

This project is required to maintain old Agency records. The project would scan old Federal Register documents. Consequently, documents would be registered and old documents would be memorialize and made permanent. This will assist with legal and regulatory work, as well as electronic search and retention.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	67,000	33,000	30,000	0	0	0	130,000
OMS Hours	0	50	0	0	0	0	50

10. Property Management System Workflow – OMS – Medium Priority – Quarter 4

This project will increase the effectiveness and efficiency of the Agency Property Management System through automated workflow.

Creating a workflow property management application will reduce handling paper forms and increase efficiencies and property accountability. Each time a new item is added or items are transferred in the property management system, paper forms are completed. Signatures are required by both the previous and new recipient of the property and often additional copies of the forms are required for tracking purposes when equipment is shipped. Property transfers impact the entire Agency including the physically dispersed OE Teams. Workflow automation would reduce not only the amount of paperwork involved, but the amount of time required to make property transfers. The accuracy of the property database will also be improved as the workflow process will ease the data entry burden. Further, historical data are required to do cost analyses of equipment and life cycles and the current system does not allow this type of information to be maintained.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	6,000	0	0	0	0	0	6,000
OMS Hours	100	0	0	0	0	0	100

11. Quick Fixes – OE – Medium Priority – Quarter 2

This project will provide OMS staff resources to address "quick fixes" for IT-related issues that are envisioned or anticipated. This would address many limited scope project activities (generally 2-3 days in duration). "High" priority quick fixes for the initial project queue includes (a) E-Data Web Portal Update; (b) Loan Work Paper; and (c) Key Financial Data and Ratios.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	26,400	24,000	24,000	24,000	24,000	24,000	146,400
OMS Hours	400	400	400	400	400	400	2,400

12. Resource Management Tracking –OE – Low Priority – Quarter 1

This project provides OE with technological solutions to effectively (a) plan examination activities and projects; (b) schedule and deploy resources; and (c) report on performance and activities. This project may have Agency interest beyond OE.   Nonetheless, OE has a near-term need for technological solutions given its changed business model, team organization, and changing staff demographics (increased utilization of new and entry-level staff).

The goal of this project is to improve examination processes and communications and provide revisions in existing Time Recording System (TRS) and reporting systems needed to account for changes in the operations of OE.

This project contains sub-projects for the following areas, listed in order of priority:
a. Management Reporting
b. TRS Programming - Exam Schedule and ROE Issuance Data
c. Automated Statutory Compliance Certifications
d. Resource Management Tools with Potential Agency-wide Interest

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	46,500	7,800	0	0	0	0	54,300
OMS Hours	490	100	0	0	0	0	590

13. SharePoint Records Center Implementation – OMS – Low Priority – Quarter 4

This project enhances the Agency's recordkeeping capabilities by implementing an enterprise electronic records management solution that provides a centralized, secure area for electronic storage and retrieval of Agency documents as well as automatic disposition of documents at the end of their life-cycle. Currently the Agency's recordkeeping systems are a mix of paper and electronic recordkeeping systems (Lotus Notes), and the change is to one that is primarily electronic-based. The Agency will migrate significant Agency documents that require long-term preservation, currently stored in paper-based systems, Lotus Notes databases - and in the future those stored in SharePoint sites - to the centralized SharePoint Records Center.

SharePoint Records Center will add records management functionality to the document management capabilities already built into SharePoint. This project will complement the Agency's transition of its Lotus Notes applications to SharePoint Applications as well as other workflow initiatives.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	105,600	7,200	7,200	7,200	7,200	7,200	141,600
OMS Hours	1,440	120	120	120	120	120	2,040

14. SharePoint Search – OMS – High Priority – Quarter 2

This project makes the Agency's data easy to find and access by using SharePoint search to index the data in all locations including Lotus Notes databases, SharePoint sites, Web sites, and networked drives such as the K and Q drives. This capability will give users the ability to locate relevant information, regardless of where the information is stored, with a single query.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	9,495	5,295	5,295	5,295	5,295	5,295	35,970
OMS Hours	90	20	20	20	20	20	190

15. Training and Delivery System – OMS – High Priority – Quarter 1

This project outlines several training-related projects that have Agency-wide impact. The project also supports the knowledge management goals of the Agency by establishing a central location for development and maintenance of all in-house classroom and e-learning training programs. Technological solutions and OMS support for delivering training and development programs via the FCA network or Web site are needed. As key subject matter experts approach retirement, issues relating to capturing institutional knowledge and training and development activities are high priorities.

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	10,800	12,800	8,400	2,400	1,200	1,200	36,800
OMS Hours	80	80	40	40	20	20	280

16. Workflow Integration – OE – High Priority – Quarter 1

This project, coordinated with OMS' Workflow Integration project, develops (a) common front end/interface for all applications (i.e., SharePoint); (b) a common data warehouse for needed information; and (c) needed analysis and reporting capabilities.

The Workflow Integration Project is a significant investment in building the new OE infrastructure, represents the OE's highest IRM priority in 2009 and beyond, and leverages FCA's Microsoft technology platform.

This project promotes a concept of a central interface (i.e., "launch pad" or portal) to centralize and customize end-user information. Much of the underlying information is already captured across FCA's information systems, including Oracle/MS SQL Server, Lotus Notes, and shared drives.

This project focuses on the integration of our workflow and consists of subsidiary projects including examination applications that improve OE's effectiveness and efficiency and directly enable OE's oversight and supervision responsibilities. OE is providing further definition on the more critical near-term projects including (a) Oversight Plan Template, Risk Assessment Rating Process, and FIRS Ratings (High); and (b) Examiner Reference and Precedential Information Library (High).

	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	Total
Total Cost in Dollars	15,600	0	0	0	0	0	15,600
OMS Hours	200	0	0	0	0	0	200

Infrastructure Projects	Current Staff Days
Network and Database Administration	1,545
User Support and Services	1,406
IRM Planning, Computer Security, and Operations Management	785
Infrastructure Projects Total	**3,736**
Maintenance Projects	
Maintain Applications	277
Maintenance Projects Total	**277**
Development Projects	
1. Application Conversion (OMS)	541
2. Budget Call System (OMS)	60
3. Consolidated Reporting System (CRS) – Call Report Changes (OMS)	200
4. Electronic Work Papers (OIG)	4
5. Farmer Mac Call Reports (OSMO)	20
6. Federal ID Smart Card (OMS)	15
7. Financial Risk Model (ORP)	5
8. GIS Web Applications (ORP)	20
9. Legislative Histories Project (OGC)	0
10. Property Management System Workflow (OMS)	13
11. Quick Fixes (OE)	50
12. Resource Management Tracking (OE)	61
13. SharePoint Records Center Implementation (OMS)	180
14. SharePoint Search (OMS)	11
15. Training and Delivery System (OMS)	10
16. Workflow Integration (OE)	25
Development Projects Total	**1,215**
	5,228
Overhead Activities	
Administrative/Leave and Holidays/Training	1,326
Overhead Total	**1,326**
Total Staff Days Required	**6,554**
Total Staff Days Available	**6,630**
Manpower Surplus	**76**
Total FTEs (260 days)	**25.5**

Total IRM Purchases 2009-2014

FCA Consolidated Purchases

Object Code	Object Class	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	
2121	Local Travel	1,200	1,200	1,200	1,200	1,200	1,200	**7,200**
2199	Temporary Duty Travel	45,700	62,000	68,000	41,500	25,500	58,500	**301,200**
2331	Utilities	7,700	5,900	5,900	5,900	5,900	5,900	**37,200**
2341	Equipment/Software Rental	10,380	10,860	11,684	12,224	12,784	13,364	**71,296**
2351	Telephone, Communications	605,050	625,460	631,905	653,610	679,880	696,310	**3,892,215**
2511	Consulting Services	223,800	135,980	76,578	81,000	63,000	65,000	**645,358**
2524	Other Contractual Services	44,120	33,370	44,620	35,870	47,120	37,370	**242,470**
2528	Training	70,500	68,500	76,000	76,000	76,000	76,000	**443,000**
2531	Other Contractual Services - Gov	14,725	14,725	14,725	14,725	14,725	14,725	**88,350**
2571	Operation/Maintenance	337,055	402,374	468,076	493,605	515,077	441,194	**2,657,381**
2611	Supplies	63,596	61,790	65,625	71,380	61,413	66,423	**390,227**
2612	Subscriptions and Publications	192,039	188,008	224,754	211,184	240,629	238,340	**1,294,954**
3152	Software	363,115	170,104	79,124	119,079	103,349	132,879	**967,650**
3162	IT Equipment	197,817	387,590	1,427,015	801,341	168,005	1,169,835	**4,151,603**
	Total	2,176,797	2,167,861	3,195,206*	2,618,618	2,014,582	3,017,040*	15,190,104

*Reflects the life cycle costs for laptop replacement.

APPENDIX III – BUDGET

IRM Budget FY 2009-2013

Fiscal Year	Budget
FY 2009	2,176,797
FY 2010	2,167,861
FY 2011	3,195,206
FY 2012	2,618,618
FY 2013	2,014,582