

Bi-Weekly Report as of January 10, 2003

FSA Performance Plan – FY2003



FEDERAL
STUDENT AID

SUMMARY

GREEN LIGHT

- Reconciliations for the month of October have been performed and approved in 15 days, well within the 40-day goal of month-end for first quarter reconciliations. (3)
- All corrective actions for financial statement audits have been completed by December 31, 2002, and closed in FSA's corrective action system. OCFO and OIG concurrence is pending. (6)

YELLOW LIGHT

- CFO is currently working with OCFO to achieve a clean audit opinion. ED's consolidated written comments to the official draft reports of Ernst & Young are due to the Office of Inspector General and Ernst & Young by January 16. (1)
- Although the Proposed Business Justification which covers a majority of the action items under Project 16 (Define an enterprise-wide data strategy and high-level implementation approach that addresses the business flow of data across the enterprise, architecture, primary ownership, standards, management, access methods and quality) has been approved by the IPC, there is concern that the target date of January 31, 2003, is contingent on acquiring contract support in sufficient time for product delivery. (16)

RED LIGHT

- No items were reported in this category.

COMPLETED

- In order to stabilize the Lender Application Process (LAP) and Lender Reporting Systems (LaRS) – Project 10 - the establishment of a CFO/Financial Partners operational management and integration work group received approval from DSG, IPC and Deputy Secretary Hansen. The work group participants have been identified. (10.3)
- The enterprise-wide annual Program Monitoring Report required under Project 11 (Enhance Program Monitoring and Oversight) was submitted to the Director of Grants, Policy and Oversight staff in the Deputy Secretary's office. Receipt has been acknowledged and FSA will await any further comments from the Director. (11.1)
- A task order for up to three months under the Modernization Partner Contract to ensure continued support for integration, leadership, direction setting, reporting and contract/subcontract management was issued on November 26, 2002. Under the task order, Accenture will continue support during the month of December and FSA will have the option of extending the task order for each month of January and February. This supports Project 15 – Implement integrated project management oversight for FSA's system integration initiatives. (15.1.1)

DATE CHANGE APPROVALS

- The IPC approved three sub item date change requests (18.2, 18.3 & 18.5) to Priority 18 - Create an overall FSA Integrated Security and Privacy Architecture. The date change requests were approved due to the difficulty in identifying a suitable contractor. While the start dates are being pushed back, the completion dates will not change. (18)

Appendix

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>	
1	CFO	<i>Obtain a clean audit opinion on FSA's financial statements</i>					
	<i>Yellow</i>			1/10/2003	Currently working with OCFO to achieve clean audit opinion. Ernest & Young (auditors) has delivered the official draft reports to the Office of Inspector General (OIG) for review. OIG will deliver the official draft reports to OCFO/FSA January 10th. ED's consolidated written comments are due to	95	
	<i>Yellow</i>			12/27/2002	Currently working with OCFO to achieve clean audit status	90	
2	COO	<i>Develop and execute an FY03 plan to get off the GAO High Risk List</i>					
	<i>Yellow</i>			1/10/2003	<p>2.7 - GAO-03-241 Report on COD (Pell Grant & DL Integration) issued 12/31/02 that may contain information to be considered in January/February update.</p> <p>2.8 - GAO Relations - On 12/26/02 provided GAO with the final FY 2000 & FY 2001 Combined Performance Report that was cleared through the Department and approved by the Deputy Secretary. On 1/2/03 provided GAO with the transmittal letters to Congress that were finalized. The submission of this report to Congress addressed a long-standing statutory late reporting issue repeatedly raised by GAO in reports and meetings. Regarding Letter to GAO - Updated based on 12/10 meeting, but will finalize after issuance of FY 2002 Financial Statement Audit and GAO Management Challenges and SFA Program High Risk Reports to assure that issues are appropriately address prior to requesting a mid-cycle determination.</p> <p>OMB Relations - On 12/17/02, provided information to OMB and the MIT to address a concern that might have affected the possible grading upgrade of the status of the SFA High Risk Program and Financial Management PMA Scorecards. On 1/3/03 was assured by OMB that information provided addressed the issue.</p> <p>OIG Relations - On 12/18, meet with the IG on FSA issues and set up plan to meet monthly on emerging and/or other FSA issues.</p>	05	
	<i>Yellow</i>			12/27/2002	General - No change in %, update covered in 1/10/03 status update	05	

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
	<i>Yellow</i>		12/13/2002	<p>2.3 - The FY 2003 High Risk Plan was finalized as part of the Performance Plan process in November 2002.</p> <p>2.5 - FSA worked with the MIT to develop a format for reporting to OMB on a quarterly or more frequent basis (This reporting will support other information sharing needs on progress). First reports on the status of projects are due from responsible managers 12/13/2002.</p> <p>2.8 - GAO Relations - On 11/25/02, senior FSA and Department managers met with GAO to discuss the SFA programs High Risk Plan status, and provide information on why the designation should be removed. The High Risk Plan and other supporting documents and accomplishments were provided to GAO at that time, to be followed by a written request. At a 12/10/02 GAO exit conference on Department Management Challenges, GAO managers stated that the SFA programs would be designated high risk in their January 2003 update. The Department requested that if FSA gets a clean opinion on its FY 2002 financial statements that GAO review the SFA programs Performance Plan and accomplishments after 6/30/03 for consideration of a mid-year determination. Our request is currently under considered. The written document drafted as a result of the 11/25/02 meeting is being redrafted to reflect the results of this meeting.</p> <p>OMB Relations - A meeting was held with OMB on 11/21/02 to discuss the first quarter's accomplishments on the President's Management Initiatives and Program Initiatives. Preliminary discussions with OMB on their first quarter 2003 draft report indicate that if the status grade for the Department's financial management initiative is raised that the High Risk status could also be raised as the accomplishments and plans to address issues are apparent.</p>	05
3	CFO	<i>Reconcile FSA accounts to Department's general ledger within 30 days after month-end by 9/30/03</i>			
			1/10/2003	Reconciliations for the month of October have been performed and approved timely (within 45 days of month-end for first quarter reconciliations). All differences have been identified. These differences are being researched for resolution. The reconciliations for the month of November are in progress and are expected to be completed on time.	100
			12/27/2002	A detailed project plan is being developed and is expected to be finalized the week of January 3rd.	00
4	CFO	<i>Implement the proper accounting structure and appropriate internal controls in all systems impacted by FSA's system integration and technology solution initiatives</i>			
			1/10/2003	Project plan is being expanded and will be finalized by 1/13/03. A new team "Program and system Development" will be formed and staffed within the CFO organization to focus primarily on meeting this initiative.	80
			12/27/2002	A detailed project plan is being developed and is expected to be finalized the week of January 3rd.	00

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>	
5	CFO, COO, STU	<i>Develop trial balance capability for each operating partner (ACS, Raytheon, EDS, COD) to facilitate and expedite the reconciliation process</i>					
	CFO	1/10/2003			Dependent on issues resolution in other tasks including defining sub-accounts for FSA activity. The project plan for developing trial balances will be prepared mid-February.	00	
	STU	1/10/2003			5.6 - NO CHANGE	05	
	CFO	12/27/2002			CFO is in the process of finalizing a detailed project plan to develop and implement trial balance reporting capability for each operating partner. Draft plan expected 1/31/03.	00	
	STU	12/27/2002			5.6 - NO CHANGE	05	
	STU	12/13/2002			5.6 - Semi weekly meetings are being held with contractor , CFO staff and DMCS staff to address trial balance reporting and current recons issues. Weekly meetings are occurring with CFO, contractors (ACS and EDS) to address the trial balance request and also the recon issues for the CFO.	05	
6	CFO	<i>Address material weaknesses and reportable conditions in audits</i>					
		1/10/2003			All corrective actions have been completed by 12/31/02 and closed in FSA's corrective action system. OCFO and OIG concurrence is pending. Final draft of the financial statements and related notes were submitted on 12/31/02. Audit field work was completed on 01/02/03. FSA is waiting DRAFT auditor's opinion and internal control report which is due 01/10/03. FSA will provide a response to both the opinion and internal control review by 01/16/03.	98	
		12/27/2002			12 of the 13 audit (FY 2001 Financial Statement Audit) recommendations are scheduled to be completed by 12/31/02.	95	
7	FP	<i>Implement Form 2000 enhancements needed since original deployment in October 2000</i>					

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
			1/10/2003	DSG review has been rescheduled for Tuesday, 1.7.2003.	00
			12/27/2002	Business case submitted to DSG. Scheduled for review on Tuesday, 12.31.2002.	00
			12/13/2002	Business case justification proceeding through internal review for presentation to DSG.	00
8	STU	<i>Determine the scope of the Debt Management Collection System (DMCS) reengineering</i>			
			1/10/2003	8.1; 8.2 - NO CHANGE	05
			12/27/2002	8.1; 8.2 - NO CHANGE	05
			12/13/2002	8.1; 8.2 - Decision will be made no later than 1/31/03. Discussions within Student Credit Management are occurring weekly.	05
9	SCH	<i>Improve school's fund management, reconciliation, and close out processes</i>			
			1/10/2003	9.2 update. A staff team has been established and kicked off today. Initial meeting with CFO will be scheduled Monday. Team lead is developing project plan.	16
			1/10/2003	9.1 update. Work to reduce delivery time continues.	16
			1/10/2003	9.3 and 9.4 updates. No change.	16
			12/27/2002	TIVD 9.3 update. No change. TIVD 9.4 update. No change.	10

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
			12/27/2002	TIVD 9.2 update. Previously we asked for the end date to be pushed out to 6/30/02. However, the decision has been made to complete the project in-house, making the 3/31/02 end date satisfactory and upgrading the status to green (since we will not have to go through the contracting process).	10
	<i>Yellow</i>		12/13/2002	<p>One milestone (9.2) is currently making this project yellow. We think the project is on track and ask that 9.2's completion date be pushed out to 6/30/03. Thanks for your consideration.</p> <p>9.1 update. COD and program operations employees began meeting with FSA's new CFO about the need to improve interfaces and revisit joint operations shortly after her arrival in November. This conversation will continue throughout FY03.</p> <p>Also in November, COD Customer Service began calling schools that had not substantiated drawdowns within the first two weeks to remind them of the required reporting timeframes for Pell and Direct Loan. That call is the first in a sequence of planned notifications that will be triggered routinely in the future by a school's failure to report.</p> <p>9.2 update. Title IV Delivery has drafted a SOO for a short consulting contract to revisit handoffs, given the ripple effect of changes that accompanied the implementation of COD (including a new customer service unit in Niagara Falls, NY). A short list of local contractors who specialize in this area has been derived from the GSA Schedule. We expect to put the contract out for bid in mid-January.</p> <p>9.3 update. COD Customer Service has begun sending e-mail warnings to schools with unsubstantiated cash at 20 and 30 days. Automated queueing in COD that will trigger calls to schools at 60 days will be implemented in mid-January 2003.</p> <p>9.4 update. Final-phase planning on all aspects of both system retirements began October 1 and has concluded. We are on track to begin the migration to COD of prior-year Pell data in June/July 2003. Direct Loan data will be archived as follows: years prior to 2001-02 in Spring 2003; 2001-02 by September 2003 (because closure is contingent on booking of final</p>	07
10	<i>FP</i>	<i>Stabilize the Lender Application Process (LAP) and Lender Reporting System(LaRS)</i>			
	<i>Yellow</i>		1/10/2003	Approval received from DSG, IPC and Deputy Secretary Hansen. MS 10.3 - Work group participants have been identified.	05
	<i>Yellow</i>		12/27/2002	Approval received from DSG, IPC and Deputy Secretary Hansen. MS 10.3 - Working to identify participants in work group.	05
	<i>Yellow</i>		12/13/2002	Funding approved by IPC as of 12.10.2002.	05

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>	
11	ANAL, COO, FP, FSAU, SCH, STU	<i>Enhance Program Monitoring and Oversight</i>					
		SCH		1/24/2003	For the period 10/01/2002 through 1/05/2003, 99% of the compliance audits were completed on time.	25	
		FP		1/10/2003	On track for DSG review of the FP Data Mart - Phase III business case at 1.9.2003 meeting. Preparing for kick off of National Reviews. MS 11.4.1 - Continuing with review of draft business case in preparation for DSG presentation. MS 11.4.2 - First scheduled National Review is the New Mexico SLGC. A debriefing meeting is set for Wednesday, 1.22.2003.	00	
		SCH		1/10/2003	TIVD 11.3.1.2 update. A business case that addresses workflow tool planning as part of CMO reengineering is scheduled to go to the DSG on 1/14/03 and possibly the IPC 1/15/03.	02	
		SCH		1/10/2003	For the period 10/01/2002 through 12/22/2002, 98% of the compliance audits were completed on time. 11.2.3 Staff training on verification. The Verification Assessment Module was completed and a draft shared with schools at the EAC conferences. It was very well received. This Module is a part of a set of self-assessment tools for schools to use to voluntarily check their own compliance and find ways to enhance their administrative activities. FSA U sent CMO copies of their training for schools. We can use portions of that to train staff on verif & conflicting documentation. We are analyzing data to identify schools with potential verification issues, which the Case Teams will focus on in 2003. We are also developing a training of trainers, a training agenda, review prototype, and case studies to use in training staff on these issues. 11.3.1 accelerated recert, comments are due to the contractor on 1-10-03 on requirements document. 11.3.1.1 eZ-Audit is on track for a April 1, 2003 release. All funding was approved by the IPC in December for completion of the project. eZ-Audit Software Development completed on schedule December 20th. System Test scripts and the User Acceptance Test Plan were completed and accepted by FSA and the 2 month test phase has begun. 11.3.2 Held con call with Phil Maestri , MIT, on 12/30/02 & shared measures. Have begun calculating the FY 2002 measures.	25	
		STU		1/10/2003	11.2 - NO CHANGE 11.2.1 - NO CHANGE 11.5.1 - NO CHANGE	05	
		ANAL		12/27/2002	11.1 - Report completed on December 27th, will be submitted to the Director of Grants, Policy, and Oversight Staff on December 31st.	100	

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
		FP	12/27/2002	Working to submit business case to DSG for review and approval. MS 11.4.1 - Draft business case in internal review. Pending submission to DSG. Tentatively scheduled for DSG review at 1.9.2003 meeting. MS 11.4.2 - Teams and schedules established. National reviews will commence on Monday, 01.06.2003.	00
		FSAU	12/27/2002	11.2.3 Schools Channel will take the lead on this training. FSAU is reviewing current training materials that may be usable for internal training purposes. 11.3.3 Project development on the 100 series of basic courses is ongoing. 11.3.3.2 Delivery System and Student Eligibility training workshops continue in mid-January. The first workshops for EDEExpress Application Processing training begin in mid-January.	20
		SCH	12/27/2002	For the period 10/01/2002 through 12/08/2002, 98% of the compliance audits were completed on time. 11.2.3 Staff training on verification. Held discussion with FSA U staff on using their materials for portions of the staff training. 11.3.1 accelerated recert, no change 11.3.1.1 E-Zaudits no change. 11.3.2 Held con call with Pat Howard & Chris Vierling, IG, on 12/19/02 & shared measures. Rec'd comments on 12-20-02.	20
		SCH	12/27/2002	TIVD 11.3.2, 11.3.1, 11.3.1.1, 11.2.3 updates: future reporting on this measure will be done by CMO-Karen Chauvin, per conversation following the 12/17/02 performance meeting.	20
		STU	12/27/2002	11.2 - Reporting protocol are being established. 11.2.1 - A Proposed Bsuiness Justification is being developed. 11.5.1 - Action plans are being refined to insure and validate the integrated approach for scope, success measurements, internal and external participants.	05
		ANAL	12/13/2002	11.1 A meeting was held on November 20 with appropriate channel managers or their designees to discuss the requirements of the Annual Monitoring Report. A template was developed and distributed to attendees on November 20 requesting that it be fielded and returned by December 16. The template asks what is being monitored; how; why; and what is done with the findings. The results will be used to develop FSA's report to be submitted by December 30,	25
<i>Yellow</i>		FP	12/13/2002	MS 11.4.1 - Business case justification for FP Data Mart Release III is in work. MS 11.4.2 - FY03 Review List completed and review teams assigned.	00
		FSAU	12/13/2002	11.2.3 The staff training course is being handled in the Schools Channel. 11.3.3 The 100 series of basic courses on student aid administration will provide the foundation knowledge that all financial aid professionals need to acquire by the end of their first year. The development team was formed in September 2002, and has begun research to establish a baseline for the type and number of courses needed. 11.3.3.2 Program integrity training for schools is ongoing. Most recently two videoconferences gave information about changes to the 2003-04 delivery system to college and high school personnel. Classroom training on student eligibility basics and delivery system changes will begin in December and continue through March in 65 locations nationwide	20

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
		SCH	12/13/2002	<p>For the period 10/01/2002 through 11/25/2002, 99% of the compliance audits were completed on time.</p> <p>11.3.2 Compliance measures have been drafted. Held mtg on 12/10/02 with Linda Paulsen on the measures. Mtg with the IG scheduled for 12/17/02 to share measures.</p> <p>11.3.1.1 An eZ-Audit prototype was featured at the 2002 Electronic Access Conferences and received positive feedback from schools. The project is currently in the development phase. Testing is scheduled to begin in January 2003 and the system will deploy in April 2003.</p> <p>11.3.1 CMO is designing, developing, and implementing an accelerated recertification process for school eligibility decisions. Those schools that have no issues can be processed using streamlined automated procedures to increase efficiency. Requirements definition was completed Nov 19, 2002.</p> <p>11.2.3 Staff training on verification. Please re-assign to Edwards/Coombs.</p>	20
12	ACP, COO, STU	<i>Develop and standardize an integrated contract management approach that utilizes performance measures that are directly linked to the business case objectives</i>			
		ACP	1/10/2003	NO CHANGE	10
		STU	1/10/2003	12.5 - NO CHANGE 12.5.1 - NO CHANGE 12.5.2 - NO CHANGE	05
		STU	12/27/2002	12.5 - Project initiated on 10/28/02. 12.5.1 - NO CHANGE 12.5.2 - NO CHANGE	05
		ACP	12/13/2002	We currently examining best-in-class contract performance management in Government as well as setting up meeting with other Government agencies to discuss their approach.	10
		STU	12/13/2002	12.5.1 - A Performance Measures Working Group was established with representatives from the entire FSA enterprise. To date, three meetings have occurred. 12.5.2 - Initial work has included developing an inventory of all customer interaction performance measures from current contracts. The inventory has been drafted, and measuers are now being categorized.	05
13	ANAL	<i>Create an Enterprise-level dashboard of productivity and performance metrics</i>			

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
				12/13/2002	The scope of the project has been defined and meetings to identify and collect the data for the measures will occur in January 2003.	05
14	CFO, CIO, COO, FP, FSAU, HR, SCH, STU	<i>Develop and/or implement workforce alignment (business processes, skills, etc.) initiatives and actions to support FSA performance goals and One-ED objectives</i>				
		CIO		1/10/2003	No change. Item will be updated next reporting period pending results of 1/15/03 meeting.	10
		STU		1/10/2003	14.4 - NO CHANGE	05
		FP		12/27/2002	Will commence in January 2003.	00
		FSAU		12/27/2002	14.1 The One-ED team is finalizing the business case analysis. 14.5, 14.6, and 14.7 await business case approval. 14.7 and 14.8 Status is unchanged from previous report.	10
		STU		12/27/2002	14.4 - Student's representatives and reporting personnel have been assigned.	05
		CIO		12/13/2002	14.4 CIO Mgt held two initial meetings the week of 12/2/02 working on this issue. A follow-up meeting is scheduled for 1/15/03.	00
		FSAU		12/13/2002	14.1 Participation in One-ED is ongoing. The FSAU team has completed its process mapping and benchmarking, and is finalizing the business case analysis. 14.5, 14.6, and 14.7 are awaiting business case approval. However, several milestones are already in progress: The Career Zone tech courses are ongoing, and the first course in "Title IV Basics" for staff that will be offered through the CZ is in development. Topic is the Pell Grant Program. 14.7 The Case Management learning track is well underway. Much of the research and analysis of job-specific skills has been accomplished, and the course developers are working closely with the clients to identify other skills. 14.8 The business case for the managers' program has been partially	10

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
		HR	12/13/2002	Have begun development of business case to bring on team (consultants and employees) to work with business units on workforce transformation efforts. Presented business case to DSG for obtaining services of career counselors for Career Zone. 14.3 Attended two meetings with FSA and Dept personnel regarding future HR systems automation needs. 14.1 Assigned two HR employees to work on Department One Ed team (6 month details). 14.10 Career Zone space for career counselors approximately 75% completed.	10
15	CIO, COO, SCH	<i>Implement integrated project management oversight for FSA's system integration initiatives</i>			
		CIO	1/10/2003	No change. Item 15.1.1 should be closed with an 11/26/02 "actual completion date".	100
		COO	1/10/2003	Need Access expert	25
		SCH	1/10/2003	15.2 update. The core group that has historically met about integration has convened, written and reviewed a charter, met with the COO, and compiled a list of suggested members. The final draft is now with Kay, who will meet with the COO soon to finalize.	50
		SCH	12/27/2002	TIVD 15.2 update. No change.	20
		CIO	12/13/2002	15.1.1 CIO issued a task order for up to 3 months of continued PMO support from Accenture. The actual award for the T.O. was made on 11/26. Under the T.O., Accenture will continue PMO support during Dec with FSA having to option of extending the task order for each Jan and Feb. 15.1 CIO also provided Jane Sisco with all requested support during this reporting period.	00
		SCH	12/13/2002	15.2 update. COO is reviewing enterprise proposal now.	20
16	CFO, CIO, COO, FP, SCH, STU	<i>Define an enterprise-wide data strategy and high-level implementation approach that addresses the business flow of data across the enterprise, architecture, primary ownership, standards, management, access methods, and quality</i>			
		CFO	1/10/2003	Continue to support internal and external stakeholders through daily production status call, weekly issues/planning meetings, and day-to-day ad-hoc research.	85

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
<i>Yellow</i>		CIO	1/10/2003		Proposed Business Justification (BJ) which covers a majority of the action items under this item was approved by the IPC on 12/18. The XML Framework Statement of Objectives (SOO) to obtain contractor support for item 16.4 has been finalized. The SOO to address the the overall data strategy document and activities under 16.2 including the mapping of business flows, data inventories, redundant data analysis and summary, and the completion of a target state assessment for business data integration is being formulated. Key mangers were contacted on Dec. 20, 2002 and all agreed to constitute the core cross-functional data strategy team. Additional membership was discussed and additional participant names were suggested by the core team members. Due to holiday leave schedules, the first formal cross-functional team kick-off meeting is scheduled for Jan. 13, 2003. Additional membership will be solicited to help ensure enterprise representation for these cross-cutting efforts and key contractor personnel will be included in future meetings as appropriate. The final development and content of the overall data strategy SOO will be addressed with the cross functional project team during meetings the week of Jan. 13. Achieving the target date of 1/31/03 is contingent on acquiring contract support in sufficient time for product delivery. Therefore, for this reporting period, the overall status of 16 is being reported as yellow.	05
		FP	1/10/2003		Pending kick-off with other FSA business units.	00
		SCH	1/10/2003		16.2.2 and 16.4 update. No change.	05
		STU	1/10/2003		16.2 - NO CHANGE 16.4.5 - NO CHANGE	05
		FP	12/27/2002		Pending kick-off will other business units.	00
		SCH	12/27/2002		TIVD 16.2.2 and 16.4 update. Although the formal cross-functional project team has not been finalized, extensive planning and discussion with Students/Application Processing and other enterprise offices occurred during 2002. We expect that this planning will mean the cross-functional team is not starting from scratch in January 2003, and have upgraded the % complete to	05
		STU	12/27/2002		16.2 - A Comprehensive Work Plan is being developed and FSA project team has been established. 16.4.5 - NO CHANGE	05
<i>Red</i>		CIO	12/13/2002		A Proposed Business Justification (BJ) which covers a majority of the action items under this item was completed and presented to DSG on 11/26. BJ provided to channel managers and system integration group members. It is anticipated that the BJ will be presented to the IPC at upcoming meeting. However, once IPC approval is granted, this initiative will require completion and approval of a department business case. This process will be time consuming and is expected to negatively impact upon established action item completion dates. Therefore, the status during this reporting period is red. 16.7 Requested date change from 9/30/03 to 12/31/03.	00

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>	
		SCH		12/13/2002	COO has received approval and funding from Deputy Secretary to begin work, pending full approval by ED IRB in early 2003 . 16.2 Jane Sisco was hired by the COO to direct this function. She has met with recent FSA project management graduates and is working to assemble her PM oversight team now. Schools Channel and CIO will assist in relevant knowledge transfer to the team in January. 16.2.2 This milestone and 11.3.1.2 both involve a common identifier piece that can only appear in one place, once the FSA integration group has been finalized and these milestones are vetted by it. Anticipated start date is based on the FSA IPC's having approved the draft business case addressing the establishment of the cross-functional project team. 16.4 The cross functional team must meet in order to finish planning for the XML milestones, for the following reasons: - The scope is expanding from one system (COD) to the enterprise, increasing complexity and project risk and thus necessitating enterprise-wide planning. - Because FSA is collaborating with the higher ed standard-setting bodies whose members (schools, servicers, GAs) hold student Title IV data in common with FSA and are on parallel XML development tracks, the team will need to check direction with those bodies to ensure sufficient alignment.	02	
		STU		12/13/2002	16.4.5 Expanding the Common Record to include ISIR data furthers the concept of standard reusable blocks of similar data that are shared across business processes and will permit real-time transfer of information between delivery partners, operating partners, and FSA and support improved service and program integrity. It will also reduce the number of technologies required by delivery partners to participate in FSA programs reducing administrative burden. Future users of the new format will be FSA, its operating partners, and every post-secondary school and financial partner administering federal financial aid programs. The data sharing through XML will integrate in other integration initiatives and allow all partners in the financial aid delivery process to standardize communication methods.	05	
17	STU	<i>Analyze Personal Identification Number (PIN) issues related to enterprise wide management/architecture strategy</i>					
				1/10/2003	17 - NO CHANGE	05	
				12/27/2002	17 - A business case is being developed - second draft is currently being reviewed.	05	
18	CIO	<i>Create an overall FSA integrated security and privacy architecture</i>					

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status</i>	<i>Date</i>	<i>Progress Summary</i>	<i>% Complete</i>	
				1/10/2003	Work continues on still yet awarded Security Architecture task order. Date changes for the following items were accepted during IPC meeting on 1/8/03: 18.2 from 12/31/02 to 2/28/03 18.3 from 12/31/03 to 3/31/03 18.5 from 3/31/03 to 4/30/04	05	
	<i>Yellow</i>			1/3/2003	Task order not yet awarded. Still trying to find consultant with experience in security architectures and solutions common in commercial financial services industries (banking, insurance, loan servicing). Planning on using FSA Integration Group for security service requirements, instead of convening separate security group.	00	
	<i>Yellow</i>			12/13/2002	The current plan is to avoid a separate "FSA Security & Privacy Architecture Working Group" and make this a task of the "Integration Group". The central task will be developing a security/technology baseline -- what systems (hw/sw) are located where and how are they connected/protected. Providing a definition of security architecture framework which will explicitly include Critical Infrastructure Protection and eGov/eAuth components will also be essential. CIO has requested several milestone completion dates for this item be changed since the anticipated start date of this action is 1/2/03 and several completion dates were targeted for 12/31/02. Therefore, the status of this item is being listed as yellow until clarification on whether or not requested date changes are accepted. Requested date changes are: 18.2 From 12/31/02 to 2/28/03 18.3 From 12/31/03 to 3/31/03 18.5 From 3/31/03 to 4/30/04	00	
19	COO, SCH, STU	<i>Develop and implement initial phases of an enterprise-wide customer service solution that incorporates best-in-business technology and enhanced business processes</i>					
20	STU	<i>Improve the management of student aid through data sharing and consolidating common borrower services and functions</i>					
21	STU	<i>Define strategy for EDEExpress reengineering</i>					

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
22	STU			<i>Develop an outreach strategy for Aid Awareness in support of OPE and tied to "No Child Left Behind"</i>	
23	STU			<i>Upgrade technology and integrate Central Processing System (CPS) across the enterprise</i>	
24	CIO			<i>Conduct NSLDS Analysis and begin phased implementation of solution</i>	
25	CIO			<i>Complete the recommendations outlined in the OIG audit (A07-C001) Audit of Enterprise Architecture, issued September 30, 2002</i>	
26	SCH			<i>Evaluate our participation in all events</i>	

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
27	SCH	<i>Implement Master Promissory Note for PLUS</i>			
28	CFO	<i>Enhance our cash transaction process to accommodate OCFO procedures</i>			
			1/10/2003	FSA Accounting Division has initiated weekly meetings with all Operating Partners to identify all internal control weaknesses associated with cash transactions. FSA Accounting Division and Operating Partners have created individual Project Plans to track the implementation of all proposed cash related business processes and systemic internal control improvements.	20
29	FP	<i>Augment Leveraging Educational Assistance Partnerships (LEAP)/Supplemental Leveraging Educational Assistance Partnership (SLEAP) module in the FMS to enable direct electronic data exchange with GAPS and enhance the operational</i>			
30	CFO	<i>Obtain clean financial opinion for ED. Improve FMS internal processes, progs, controls. Support reconcil. b/w FSA Op. Prtnrs, FMS, FMSS, GAPS & Treasury. Integrate w/FSA reengineered systems & perform upgrade analysis & implement Oracle Fed</i>			

<i>FSA No</i>	<i>Channel</i>	<i>Action Item</i>	<i>Status_Date</i>	<i>Progress Summary</i>	<i>% Complete</i>
	<i>Yellow</i>		1/10/2003	30.1 Oracle 8i Database Upgrade - Completed 01/05/03 - Green 100% 30.2 Integrate the transaction ID from GPAS - Funding approved. Task Order 119 awarded to Accenture. Functional detail designs completed (5 interfaces to be modified). On schedule per the project plan. Green, 30% completed. 30.3 Enhance FMS Operations processing - Funding approved. Reengineering splitter and FMS/FMSS interface process. Meeting with FMS, OCFO, Budget and A/D to define requirements. Requirements gathering still in process. Yellow, 0% completed. 30.4 Implement Federal Administrator - Unfunded - No action. 30.5 Implement Guaranty Agency Forms 2000 - Funding approved by DSG. Presented to the IPC. Not approved - outstanding issues to resolve. Status - Resolve issues and present to the IPC 1/14/03. Yellow, 0% completed. 30.6 Implement Program Change Requests - Change request (CRs) are being prioritized and worked as resources are available. Have completed/closed 20 CRs since 12/17/02. Currently have 63 open CRs however, many appear to contain obsolete requirements/requests. Green, 60% completed. 30.7 Implement FSA/Title IV Web-based (Drawdown) capability and award process - Unfunded - no action	30
31	CIO	<i>Support ED, customers and business partners by participating in the President's Management Agenda E-Government initiatives</i>			
32	CFO	<i>Develop an automated tool to administer budgetary resources for FSA's programs and to provide management with the data to effectively manage those resources</i>			
			1/10/2003	A meeting with Budget Service stakeholders William Graham and Larry Kean to determine their concerns, preliminary. Development of 32.1 work plan: "Determine requirement for program fund management that are consistent with legislative and OMB requirements. Proposed project completion date is March 31, 2003. Meeting with accounting and DEVA personnel to establish that opening balances are correct for Program funds - ongoing.	00