

SFA Modernization Program Plan

SFA MODERNIZATION PARTNER PROJECT

WEEKLY STATUS REPORT

(10/09/99 through 10/15/99)

Activity Summary (Week ending 10/15/99)

Planned Activities	Results
<ul style="list-style-type: none">Completed Deliverable #2 for TO1 – Critical Program Management ProcessesContinue work on TO2 Deliverables – Program Plan, Quick Hits and Value Creating Opportunities and Capability Release PlanRespond to SFA Comments on Concept of Business Operations	<ul style="list-style-type: none">Delivered Critical Program Management Processes to Carol Seifert, 10/15/99; expect acceptance of document by ED by 10/28/99Added legacy contractors to Program Management TeamDrafted Business Case For TIV WANReviewed IRB documentation and process and started maturation plan

Plans (Week ending 10/15/99)

Planned Activities
<ul style="list-style-type: none">Continue development of TO2 Deliverables – Program Plan, Quick Hits and Value Creating Opportunities and Capability Release Plan<ul style="list-style-type: none">Continue staffing of legacy contractors on PMO task activitiesRespond to SFA Comments on Concept of Business OperationsRespond to SFA Comments on Critical Program Management Processes

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Schedule of Key Meetings (Week ending 10/15/99)

Key Meeting	Date
1-2 SFA CIO Meeting w/Petchon, Gordon	10/19/99, 10/21/99
1:30-3 Weekly Mod COTR	10/20/99

Risk Summary (Week ending 10/15/99)

The following section is intended to inform management and team members about project risk areas and their potential consequences. Risks are evaluated in terms of their potential impact on meeting the target completion date (**schedule**), increasing project costs (**cost**), and/or decreasing quality of deliverables (**quality**).

RISK	SYMPTOMS	RESPONSES	Severity of Impact	Probability of Occurrence	Ability to Control	DATE Reduced by 50%	DATE Complete	Resp
1. Recommendations to achieve savings must be based on appropriate due diligence and reviews of projects and will require access to Education resources. Lack of access to perform this due diligence will impact the ability to complete appropriate reviews	Early recommendations around DLOR/FAOR met with resistance within SFA organization	IRB process and ITR positions will help influence the right proposals	HIGH	MED	MED			
2. Potential lack of executive support for the roles and responsibilities we have defined	Existing Legacy Contractors still entrenched in Channels	Position our team in processes and meetings to establish influence	HIGH	LOW	MED			

Issue Summary (Week ending 10/15/99)

Issue	Recommended Solution	Resp	Creation Date	Resolve Date	Status
Staffing Ramp-up needed for PMO	Continue acquisition of legacy contractors and AC	Gordon	10/8/99		In Process