## ITS Project Prioritization: Fall 2021

<table>
<thead>
<tr>
<th>REQUEST WINDOW</th>
<th>DIVISION VP PREVIEW</th>
<th>ANALYSIS PHASE</th>
<th>REQUESTS SCORED &amp; RANKED</th>
<th>RESOURCES PROPOSED</th>
<th>EXECUTIVE APPROVAL</th>
<th>PRIORITIZATION COMPLETE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requests received by deadline are eligible for prioritization</td>
<td>VPs decide whether their division’s proposals continue through process or are withdrawn</td>
<td>ITS Project Office coordinates with functional requestors (1 hour) then technical resources to clarify requests and estimate size. Limited investment of time since project has not yet been scored or approved</td>
<td>Steering Committee reviews, scores and ranks all proposals per scoring rubric.</td>
<td>ITS Leadership assigns resources based on prioritized score and resource availability.</td>
<td>Final Review: Steering presents recommendations to Executive Leadership for approval, based on ranked priority and ITS capacity</td>
<td>Results Announced to Campus</td>
</tr>
</tbody>
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### Timeline:
- **REQUEST WINDOW**
  - 12/6/21 - 12/20/21
- **DIVISION VP PREVIEW**
  - 01/19/22 - 01/26/22
- **ANALYSIS PHASE**
  - 02/01/22 - 02/25/22
- **REQUESTS SCORED & RANKED**
  - 03/23/22 - 04/04/22
- **RESOURCES PROPOSED**
  - 04/05/22 - 04/12/22
- **EXECUTIVE APPROVAL**
  - 04/13/22 - 04/21/22
- **PRIORITIZATION COMPLETE**
  - 04/22/22 - 05/16/22