

Grant and Loan Information Management System
Water Infrastructure Finance Authority

PIJ ID:	WF15001	Project Start Date:	11/3/2014	Project End Date:	9/30/2015
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Project Change Request (Amendment)

Date Submitted:	5/29/2015	Prepared by:	Patricia Majlish
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Affected Areas: (Check all that apply)	<input checked="" type="checkbox"/> Project End Date	<input checked="" type="checkbox"/> Development Cost	<input checked="" type="checkbox"/> Project Scope
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NOTE: The appropriate revised pages from the Project Investment Justification (PIJ) document MUST accompany this form.

Currently Recorded Dates/Costs				Requested Revisions To Dates/Costs			
Start Date	End Date	Development Cost	Total Cost	Start Date	End Date	Development Cost	Total Cost
11/03/14	09/30/15	\$ 100,000	\$ 100,000	11/03/14	06/30/16	\$ 200,000	\$ 200,000

Change Description (AS IS - TO BE)

The requested scope, funding and end-date changes are due to unforeseen incompatibilities between the new statewide accounting system, AFIS, and the new Loans and Grant Management System (LGTS) application and platform developed to this point by WIFA contracted developers. WIFA also refers to this new grant and loan accounting platform as the Program Accounting and Loan Management System (PALMS). WIFA was provided with technical information for the new AFIS architecture, however, potential incompatibility issues between PALMS and AFIS were not apparent at that time. The project's original PALMS platform design was based on what the team understood about the existing and future state of the AFIS system and how PALMS would interface with that system. After learning more about the new AFIS system, WIFA modified this project's development path. WIFA re-evaluated and verified that the planned changes to the project scope will satisfy the agency's business needs and allow PALMS to be compatible and reconcilable with the new AFIS system. WIFA does not foresee PALMS as being 100% compatible with the new AFIS, however, anticipates adequate integration going forward. In addition, additional reporting and grant management requirements for PALMS have been identified and included in this scope expansion, as explained below.

WIFA has added approximately \$76,000 to the professional and outside services budget category for extended application design, development and project management services, with an additional \$24,000 as contingency budget for unforeseen discovery, process design, application development, etc.

Business Justification Summary

The development approach for the original project deliverables has been modified in order to implement PALMS, and adequately interface with the new AFIS. This includes the use of Microsoft (MS) C# programming language for creation of server and data storage APIs. Additionally, the project team will utilize MS Visual Studio and MS SQL Management Studio for development of MS SQL table structures and stored procedures design including SQL schema implementation.

Additionally, ten (10) new data elements have been added to the project scope. The original design included one (1) Clean Water (CW) and one (1) Drinking Water (DW) federal grant program reporting and management tool, each of which developed as individual programs with separate disconnected sub-reporting categories and spreadsheets associated to them. WIFA will develop each of these reporting programs (CW and DW) with the functionality and capacity to include the sub-reporting categories and calculations within the grant program tool. These modifications include:

- Three (3) CW programs that will roll-up to one (1) CW grant. The 3 programs will include loan, forgivable loan, and administration cost reporting categories which will aggregate to the CW grant dashboard.
- Seven (7) DW programs that will roll-up to one (1) DW grant. The 7 programs will include loan, forgivable loan, administration cost, PWSS, wellhead, cap development, and technical assistance which will aggregate to the DW grant dashboard.

In order to better manage regulatory requirements as well as improve revenue and expenditure tracking, which will allow WIFA to better meet State and Federal audit requirements, the following modifications and reports will be added:

- Regulatory Requirements - The newly passed CW regulations require WIFA to separately record, track and report any principal and interest payments received from loans funded by means of a federal grant, throughout the life of the grant. Two additional funding categories have been created to meet this reporting requirement.
- Audit Requirements - As per WIFA's loan agreements, the Agency will accrue annual interest on DSR payment loans, and apply this to the principal. This requirement is not currently being met. WIFA will develop a tool in order to satisfy this requirement.

List Known Dependencies/Risks/Constraints

None

Submitted by (Printed Name)	Chief Information Officer (Printed Name & Signature)
Patricia Majlish	Chris Unnewehr <i>for Sandra Sutton Executive Director</i>

Attach CIO signature for Cost changes. Email from CIO acceptable for other changes. Complete all information above this line.

(For ASET Use Only)

Reviewed by:	Review Date:
Approved by:	Approved Date:

Comments: