

## ArchEE Project Planning

June 2015

<b>Cluster Name</b>	IT Options / Designs		
<b>Purpose</b>	To scope technical options to meet ArchEE requirements and support decision-making on those options. Work closely with technical partners to implement design and development.		
<b>Team Members</b>	Shari, Gabi, Neal		
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>• IT Options</li> <li>• Milestones and timeline (roadmap)</li> <li>• Implementation</li> </ul>		
<b>Assumptions</b>	<ul style="list-style-type: none"> <li>• Clear decision maker at all stages</li> <li>• Hire external technical partner(s)</li> <li>• Clear budget and funding sources</li> <li>• Content and curation are handled outside the IT functions</li> </ul>		
<b>Resources</b>	<ul style="list-style-type: none"> <li>• Funding</li> <li>• Time</li> <li>• Staff</li> <li>• Content</li> <li>• Stakeholder engagement</li> </ul>		
<b>Responsibilities</b>	<ul style="list-style-type: none"> <li>• Ensuring the designs and features reflect group decisions</li> <li>• Gathering feedback and testing prototypes</li> <li>• Options analyses and recommendations</li> <li>• Reporting to and communications with other clusters</li> </ul>		
<b>Interdependencies with other clusters</b>	<ul style="list-style-type: none"> <li>• Confirmed requirements (which can adapt)</li> <li>• Governance structure has been worked out, e.g., who is the client and how are design and development decisions being made, budget</li> <li>• Funding model that supports maintenance and enhancements</li> <li>• Content/data strategy, policies, and protocols</li> </ul>		
<b>Task</b>	<b>Deliverable</b>	<b>Who</b>	<b>When</b>
Scoping IT Options	Presentation of high-level scenarios		3 Months (Sep 15)
Recommendations of IT Options	Memorandum		4 Months ( Oct 15 or 1 Month after Receipt of Comments)
Roadmap	Project Plan		6 Months (Jan 16)
Design and Development	ArchEE Prototype		9 Months (Apr 16)
Scale Up	ArchEE		TBD