

# E-Gov: Approved Implementation Milestones by Agency

Agency	Implementation Milestone Information					
Initiative						
Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
<b>Department of Commerce</b>						
<b>Recreation One-Stop</b>						
Review recreation component of the Federal Enterprise Architecture (FEA) and provide feedback concerning the RecML data standard	Complete evaluation of data standards used for RIDB 1.0		Q3	2005	✓	9/16/05 -- Milestone Report: NOAA/NOS reviewed the RecML data standard and determined that: 1. NOS did not currently have any automated systems that captured/maintained this data; 2. Working with Recreation.gov staff, we determined that since we did not have any automated system from which to extract this data, the most appropriate mechanism for keeping the RIDB up-to-date is to use the Managing Partner's Web-based data management portal. 5/25/05 -- Completed with decision to use web-based data management capability to update RIDB (May 2005)
	Implement agency usage of RIDB	✓	Q1	2006	✓	12/1/05 -- Report on successful implementation sent to Initiative PM (Charlie Grymes) who confirmed completion on 11-29-2005.
Integrate other recreation-related systems, including web portals, mapping-related systems, and transaction processing systems (e.g., campground tour reservations, park pass sales, permits, etc.) with Recreation.gov	Coordinate access to the RecData.gov Recreation Information Data Base.		Q3	2005	✓	9/16/05 -- Milestone Report: NOAA/NOS applied for and received two accounts to the RIDB data management site by DOI. On 5-19-05, NOS received e-mail confirmation from DOI that this action was complete.
	Revise / update NOAA Recreation.gov data on as-needed basis.		Q4	2005	✓	9/16/05 -- Procedures are documented. Report submitted to OMB 9-15-05.
	Develop process for periodic collection and review of Marine Sanctuaries and Estuarine Reserve recreation information.		Q4	2005	✓	9/16/05 -- Milestone Report: NOAA/NOS assigned content managers. They were given access to the database and the responsibility for keeping it up-to-date. The content managers accessed the DOI Web portal and updated the RIDB.
<b>GovBenefits.gov</b>						
Ensure benefits programs are accurately reflected on GovBenefits.gov	Provide inventory of all agency benefits eligibility screening tools to GovBenefits		Q1	2006	✓	12/1/05 -- Report sent to DOL (Nazia Abbas) and receipt confirmed on 11-23-05. Report sent to Portfolio Manager 11-29-05. Report attached.
	Establish process within the agency to enter and maintain all benefit eligibility programs on GovBenefits.gov	✓	Q2	2006	✓	3/2/06 -- Report sent on 2-15-06 to the managing partner detailing a process for updating and maintaining Commerce's benefit programs on GovBenefits. Sent to OMB Portfolio Manager, Jack Koller, on 2-27-06.
<b>General Program Management</b>						
<b>E-Loans</b>						
Ensure loan programs are accurately reflected on GovLoans Gateway	All loan programs available through GovLoans Gateway		Q4	2005	✓	9/16/05 -- Milestone Report: NOAA/Fisheries has sent and received confirmation from Managing Partner that necessary information has been provided. Report to Managing Partner sent to OMB 9-15-05. 5/25/05 -- NOAA/Fisheries is the only Commerce OU that makes loans.

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****E-Loans**

Establish process within the agency for maintaining content on GovLoans Gateway	✓	Q1	2006	✓	12/1/05 -- Process documentation sent to DOL (Nazia Abbas) and receipt confirmed on 11-23-05. Report sent to Portfolio Manager 11-29-05. Report attached.
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**USA Services**

Work with USA Services to provide Tier 1 customer contact support

USPTO Project Plan completed		Q3	2005	✓	9/16/05 -- Discussions between Managing Partner and PTO have led to mutual agreement that an implementation plan was not required since PTO has no major candidates for USA Services.
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Provide report to OMB and USA Services with the expiration date for all existing outsourced contact center contracts		Q4	2005	✓	9/27/05 -- The report submitted includes the list of call center contracts available for use. The requirement is that DoC provide the total number of outsourced contract call centers. Please resubmit. 9/16/05 -- Commerce submitted report to initiative PM and OMB PM on 9/14/05. Commerce does not have any contracts to provide contact call center services.
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Provide report to OMB and USA Services on agency incoming email volumes via web site email forms, 'contact us' email addresses, and public affairs offices to determine if consolidation would be beneficial using FirstContact as the main point of contact		Q1	2006	✓	12/1/05 -- Report sent to Initiative Managing Partner (GSA), and approved by Stuart Willoughby on 11-28-05. Report sent to OMB (Tim Young and Jonathan Koller). Report attached.
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Provide report to OMB and USA Services on all toll-free numbers to determine if consolidation is beneficial using FirstContact as the main point of contact		Q1	2006	✓	12/1/05 -- Report sent to Initiative Managing Partner (GSA), and approved by Stuart Willoughby on 11-28-05. Report sent to OMB (Tim Young and Jonathan Koller). Report attached.
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Provide report to OMB and USA Services describing all existing in-house contact centers and/or citizen response activities and whether FirstContact is an option to replace or supplement these centers and activities		Q1	2006	✓	12/1/05 -- Report sent to Initiative Managing Partner (GSA), and approved by Stuart Willoughby on 11-28-05. Report sent to OMB (Tim Young and Jonathan Koller). Report attached.
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Complete review and identify appropriate DOC call centers for migration to FirstContact		Q1	2006	✓	12/1/05 -- Report sent to Initiative PM (GSA), and approved by Stuart Willoughby on 11-28-05. Report sent to OMB (Tim Young and Jack Koller) on 11-28-05. Report attached.
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Review of DOC call centers to identify candidates for First Contact contract vehicle.		Q1	2006	✓	12/1/05 -- Report sent to Initiative PM (GSA), and approved by Stuart Willoughby on 11-28-05. Report sent to OMB (Tim Young and Jack Koller) on 11-28-05. Report attached.
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Complete the USA Services "Government-wide Assessment of Citizen Service Activities" for all relevant citizen activities.		Q2	2007	✓	3/15/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Commerce operating units are in the process of completing this survey. We will seek verification from the Managing Partner by 3-15-07.
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**E-Rulemaking**

Convert paper-based docket processing to electronic

Establish Migration Plan		Q3	2005	✓	9/16/05 -- Milestone Report: Migration plan was briefed to the
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## Department of Commerce

## E-Rulemaking

docket processing using Federal Docket Management System

Commerce Information Technolgy Review Board 2-28-05. Copy sent to OMB 9-15-05.

Provide report to OMB and E-Rulemaking identifying all paper-based agency rulemaking docket systems	Q4	2005	✓	10/4/05 -- As noted, we sent this report to EPA 9-15-05. We have confirmed receipt and are awaiting their response. Please note per conversation between Tim Young and Tom Pyke on 9-30-05 that Tim Young changed the due date for this template and associated information to 10-03-05. 9/27/05 -- Pending initiative review 9/16/05 -- Sent to OMB and Managing Partner 9-15-05.
Develop business process rules	Q4	2005	✓	9/16/05 -- Business process rules sent to OMB 9-15-05.
Complete DOC pilots for Commerce rulemaking organizations.	Q2	2007	✓	3/6/07 -- Based on the teleconference with OMB 2-16-07, which clarified the focus of this milestone, Commerce is reporting the implementation status of this initiative. We have resumed migrating our remaining operating units into the FDMS beginning Q3 of FY 2007. The Department of Commerce implemented its first operating unit (OU), the Patent and Trademark Office, into the Federal Docket Management System (FDMS) in December 2005. Further implementation of the remaining Commerce OUs was delayed by the Initiative in 2006. The Department is working closely with EPA, the Managing Partner, to coordinate the submission of required information and FDMS configuration specifications, and to establish the user training schedule. We will also work closely with EPA to develop a migration schedule for each of the remaining rulemaking agencies of the Department. The Department is scheduled to complete migration by the end of Q4 of FY 2007. 6/2/06 -- 5/30/06 -- Commerce continues to await funding approval from Congressional Appropriation Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements. On 5/25/06, the E-Rulemaking Executive Committee approved FY2008 funding allocation model and revised migration plan/schedule. This revised schedule has been presented and is pending OMB approval. According to the revised schedule, Commerce is scheduled to begin migration in Q2 FY'07. 4/13/06 -- New completion dates are still pending approval by the EC and OMB. 3/29/06 -- 3/28/06 -- Commerce awaits funding approval from Congressional Appropriation Committees. Revised project plan and schedule in place. Milestone to be moved to Q1 2007 as per OMB approval. No report required. 3/2/06 -- Agreement announced at E- Rulemaking Executive Committee meeting on 2-2-06 between Managing Partner and OMB Portfolio Manager that schedule slip has occurred and milestone will be rescheduled to Q1 2007. No report is required.

## Department of Commerce

## E-Rulemaking

50% of DOC Commerce rulemaking organizations migrated	Q3	2007	✓	6/13/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 6/4/07 -- Commerce is on target to complete this milestone by 6-29-07. 6/9/06 -- Milestone is delayed and will be re-scheduled to align with the updated E-Rulemaking implementation plan. Agency will not be held accountable for this milestone until new dates are established. 6/2/06 -- 5/25/06, the E-Rulemaking Executive Committee approved FY2008 funding allocation model and revised migration plan/schedule. This revised schedule has been presented and is pending OMB approval. 4/13/06 -- New completion dates are still pending approval by the EC and OMB.	
Convert paper-based agency rulemaking docket systems to E-Rulemaking's Federal Docket Management System	Q4	2007	✓	10/2/07 -- Commerce has migrated 100% of its operating units to FDMS. Confirmation e-mail from managing partner is attached. 9/13/07 -- Milestone on schedule for completion by Q4FY2007. 9/5/07 -- On track for 9-30-07 completion.	
100% of DOC Commerce rulemaking organizations migrated	Q4	2007	✓	10/2/07 -- Commerce has migrated 100% of its operating units to FDMS. Confirmation e-mail from managing partner is attached. 9/13/07 -- Milestone on schedule for completion by Q4FY2007. 9/5/07 -- On track for 9-30-07 completion. 7/1/05 -- The projected completion date of this milestone was changed from Q1 FY07 to an acceptable date of Q4 FY06 Revised dates match Initiative Plan	
Post all agency public comment announcements to government-wide public comment solution managed by Rulemaking	Establish Migration Plan	Q3	2005	✓	9/16/05 -- Milestone Report: Migration plan was briefed to the Commerce Information Technology Review Board 2-28-05. Copy sent to OMB 9-15-05.
	Develop business process rules	Q4	2005	✓	9/16/05 -- Business process rules sent to OMB 9-15-05.
	Establish process within the agency for posting all agency rulemaking public comment announcements to E-Rulemaking's public comment solution	Q1	2006	✓	12/1/05 -- Managing Partner (Joel Wallinga, EPA) confirmed 11-30-05 that all Commerce public notices of rulemaking are available through FDMS.
	Complete DOC pilots for Commerce rulemaking organizations.	Q2	2006	✓	3/2/06 -- All Commerce requests for public comment are available through E-Rulemaking. Confirmation e-mail sent to Managing Partner, John Moses, 2-13-06.

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****E-Rulemaking**

50% of DOC Commerce rulemaking organizations migrated

Q3 2007

✓

6/13/07 -- [OMB] Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.  
 6/4/07 -- Commerce plans to complete this milestone by 6-29-07.  
 6/9/06 -- Milestone is delayed and will be re-scheduled to align with the updated E-Rulemaking implementation plan. Agency will not be held accountable for this milestone until new dates are established.  
 6/2/06 -- 5/25/06, the E-Rulemaking Executive Committee approved FY2008 funding allocation model and revised migration plan/schedule. This revised schedule has been presented and is pending OMB approval.  
 4/13/06 -- New completion dates are still pending approval by the EC and OMB.

100% of DOC Commerce rulemaking organizations migrated

Q4 2007

✓

10/2/07 -- Commerce has migrated 100% of its operating units to FDMS. Confirmation e-mail from managing partner is attached.  
 9/13/07 -- Milestone on schedule for completion by Q4FY2007.  
 9/5/07 -- On track for 9-30-07 completion.  
 7/1/05 -- The projected completion date of this milestone was changed from Q1 FY07 to an acceptable date of Q4 FY06 Revised dates match Initiative Plan

**General Program Management**

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓

Q2 2006

✓

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓

Q2 2007

✓

10/2/07 -- Commerce is in receipt of an MOU signed by all authorized parties from Commerce and EPA. Copy attached.  
 9/13/07 -- Milestone completed Q4FY2007.  
 9/5/07 -- Commerce received Senate approval 7-25-07 and House approval on 7-31-07. MOU faxed to managing partner.  
 7/12/07 -- OMB - This is considered a missed milestone.  
 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming.  
 3/15/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.  
 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress. Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.

**Federal Asset Sales**

Participate with the FAS team in the development of a common federal solution

Designate an agency representative to participate with the FAS team in the development of common federal personal and real property solutions

Q4 2005

✓

9/16/05 -- DOC is represented on the following initiative committees. Designations sent to GSA August 2, 2005: -FAS-PP Executive Steering Committee(ESC) – Lutricia C. Jackson, Director, Office of Administrative Operations – Interagency Committee of Property Managers – Zackary Williams, Chief, Information Management Division, OAO –FAS Working Groups – Eston Lewis, FAS Personal Property Specialist, OAO, DOC and GSA (FAS Managing Partner) confirms this milestone to be complete.

## Department of Commerce

## Federal Asset Sales

Consolidate/Migrate personal property reuse and disposal process to FAS	Provide report to OMB and FAS describing agency's existing personal property sales processes	Q4	2005	✓	9/16/05 -- DOC has received report template from Managing Partner. Template was filled out and submitted to MP (GSA) in August 2005. Report resubmitted to MP and OMB PM on 9-14-05. Personal property sales processes have been detailed to MP's satisfaction and approval.	
	Inventory all systems that currently support personal property disposal and identify the systems that may be shut down	Q1	2007	✓	12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 12/4/06 -- Commerce completed the FAS PMO template for reporting against this milestone and is awaiting confirmation from GSA. Completion will occur by 12-31-06.	
	Identify dates for migrating to Sales Center for personal property.	Q1	2007	✓	12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 12/4/06 -- Commerce completed the FAS PMO template for reporting against this milestone and is awaiting confirmation from GSA. Completion will occur by 12-31-06. 11/21/06 -- The wording on this milestone has been modified for clarification and phase consistency; the intent of the milestone remains the same. The portion of the milestone which read 'identify dates for providing data for real property sales' has been moved to the real property phase.	
	MOU or interagency agreements with selected sales centers, consistent with migration schedule	✓	Q3	2007	✓	6/4/07 -- Copy of completed MOU with GSA is attached.
	Consolidate/migrate personal property sales process to FAS Sales Centers	✓	Q4	2007	✓	9/11/07 -- Planning Office Concur 9/5/07 -- Commerce sent GSA certification of completion and received confirmation of completion. Certificate and confirmation e-mail attached. 10/13/06 -- OMB - Completion quarter can change based on agency agreed upon migration plan. 9/11/06 -- Agency will not be held accountable for this milestone in Q406 pending a finalized transition plan from FAS. 9/5/06 -- All Commerce personal property sales are handled through the FAS system. Previously reported on 5-20-05. 7/26/06 -- This milestone is pending the finalized transition plan to be approved by the ESC and will likely be moved to Q1 FY07. Agencies and the initiative will need to work together to complete transition to a sales center in accordance with each agency's plan.

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****Federal Asset Sales**

Shut down systems supporting the agency's existing personal property sales processes that are redundant to the initiative solution

✓ Q1 2008 ✓

10/15/07 -- [OMB] OMB - per the PP Migration Certification, the agency indicated there were no systems to shut down. Therefore, this milestone is considered complete.  
 10/13/06 -- OMB - Completion quarter can change based on agency agreed upon migration plan.  
 9/11/06 -- Agency will not be held accountable for this milestone in Q406 pending a finalized transition plan from FAS.  
 9/5/06 -- Commerce has no legacy systems that support the agency's personal property sales processes. All agency sales processes are currently handled only through FAS. Previously reported on 5-20-05.  
 7/26/06 -- This milestone is pending the finalized transition plan to be approved by the ESC and will likely be moved to Q1 FY07. Agencies and the initiative will need to work together to complete transition to a sales center in accordance with each agency's plan.

Consolidate/Migrate real property reuse and disposal process to FAS

Provide report to OMB and FAS describing agency's existing real property sales processes

Q4 2005 ✓

9/16/05 -- Commerce is working with its operating units to produce this report to OMB and the Managing Partner by 9-30-05.

Inventory all systems that currently support real property disposal and identify dates for providing data for real property sales.

Q1 2007 ✓

12/26/06 -- OMB - OMB and FAS do not consider this milestone met as the inventory appears to be incomplete agency-wide.  
 12/11/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.  
 12/4/06 -- Commerce completed the FAS PMO template for reporting against this milestone and is awaiting confirmation from GSA. Completion will occur by 12-31-06.  
 11/21/06 -- The wording on this milestone has been modified for clarification and phase consistency; the intent of the milestone remains the same. The portion of the milestone which read 'identify dates for providing data for real property sales' has been moved to the real property phase.

Provide required real property data on assets available for sale per the ESC approved process.

Q4 2007 ✓

9/11/07 -- Planning Office Concur  
 9/5/07 -- Commerce sent GSA certification of completion and received confirmation of completion. Certificate and confirmation e-mail attached.

Provide required sales data and metrics on completed sales per ESC approved process.

✓ Q1 2008 ✓

**International Trade Process Streamlining**

General Program Management

Consolidate USATrade.gov Homepage into Export.gov

Q1 2004 ✓

Expand One Stop One Form to BuyUSA Registration

Q1 2004 ✓

1/12/04 -- Going into production 1/12/04. Slight slippage due to holiday vacation schedules.

Determine the feasibility of securing an MOU with USA Services for tier one services

Q1 2004 ✓

12/11/03 -- Not feasible due to using legislatively mandated Trade Information Center as our inter-agency call center.

## Department of Commerce

## International Trade Process Streamlining

Buying US products pages	Q2	2004	✓	
tradenet.gov redirected to export.gov	Q2	2004	✓	
Expand One Stop One Form to Exlm Electronic Claims Form	Q2	2004	✓	1/5/04 -- Step one was the soap call from exim to doc to get the data in the export.gov repository thru the user name/password...which was finished in November. Step two was the use of the data from the export.gov repository to prepopulate the (I think 3) forms in the electronic claims filing system.
Expand One Stop One Form to Market Research Library Registration	Q2	2004	✓	
Market Research	Q3	2004	✓	
Finance, Trade Shows & Events, and Export Counseling	Q3	2004	✓	
Export Basics, Pricing, Quotes & Negotiations	Q3	2004	✓	
Expand One Stop One Form to NAFTA Certificate of Origin Form	Q3	2004	✓	
Completion of Certification and Accreditation (C&A)	Q4	2004	✓	
Complete migration of BUYUSA to Export.gov	Q4	2004	✓	
Consolidate FAS Exporter Assistance Content into Export.gov	Q4	2004	✓	3/22/04 -- 3/19 Note: USD/FAS had to build XML transfer tool since USDA enterprise CMS solution has yet to be purchased. Tool built and transfer tested. Roll out of content will happen monthly. See proposed milestone sheet for details.
Partners & Services, Shipping & Documentation	Q4	2004	✓	
Conduct pilot of content management system with DoC and FAS to Export.gov	Q4	2004	✓	5/3/04 -- Finalizing procurement documentation to buy WCM.
Launch USDA/FAS GSM Online Credit Application	Q4	2004	✓	5/10/04 -- USDA is pushing up it's roll-out date to June 30, 2004 to coincide with their other production release scheduled for that day (Core Accounting system integration) 5/3/04 -- Due to customer id'ed enhancements, new roll-out date is targeted for July 1, 2004. 4/19/04 -- USDA conducted external user testing on 3/31 & 25 enhancements were identified. USDA is currently evaluating them in terms of priority and schedule.
Expand One Stop One Form to Exlm Letter of Interest Form	Q1	2005	✓	1/20/04 -- 1/14 -- Note: Date change due to data entry error on PM's part. See line above. Dates were swapped.

## Department of Commerce

## International Trade Process Streamlining

Implement Cross-Agency Content Management System for Export.gov	Q2	2005	✓	2/22/05 -- Yeah! 2/7/05 -- export.gov rebuilt in CMS production server by 1/31/05. Web pages to be published to production web servers on 2/18/05 to sync up with change management/software release process/schedule. 10/25/04 -- Lesson learned but forgotten! Never schedule a release on 12/31.
Consolidate Trade Information Center Site into Export.gov	Q4	2006	✓	8/23/06 -- 8/14/06 - Migration requirements completed, content reviewed and evaluated for relevancy, and TIC employees trained in the use of the content management system. TIC migration to be complete by 9/30/06 4/29/05 -- 4/29/05 - finalizing requirements, completed inventory of docs to migrate (9819 docs) and are configuring conversion software to assist in the migration. 2/7/05 -- In process of rescoping this effort. Will provide a revised date soon. 10/25/04 -- Portions of this site will be migrated during this period. Export.gov/china has incorporated the china content and went into production in September. 10/5/04 -- Due to slippage in acquiring CMS, this integration needs to be pushed back. 9/3/04 -- Due to slippage in acquiring CMS, this integration needs to be pushed back.

## Business Gateway

Consolidate/Migrate on-line business compliance systems to Business Gateway	Provide report to OMB and Business Gateway identifying on-line business compliance systems	Q4	2005	✓	9/16/05 -- Report (completed template) submitted to OMB Portfolio Manager and Initiative Project Manager on Sept. 1, 2005.	
	Provide report to OMB and Business Gateway identifying rules/regulations and related forms, and plain language guides that are not already contained in an existing on-line business compliance system	Q2	2006	✓	3/29/06 -- 3/28/06 -- Conditional acceptance pending review. Commerce awaits feedback and final acceptance from Business Gateway PM and OMB of submitted Business Gateway and SBPRA data calls. Initiative PM has listed April 3, 2006 as the date to provide feedback to the agencies on these data calls. 3/13/06 -- OMB grants conditional acceptance pending review and approval by the initiative of report due March 31, 2006. 3/2/06 -- Commerce OUs completed data requests for both Business Gateway and SBPRA. Completed templates submitted to OMB Portfolio Manager and to Initiative PM on 2-21-06.	
	Integrate on-line business compliance systems with Business Gateway	✓	Q4	2006	✓	9/5/06 -- Commerce identified two agency representatives (Gordon Keller and Dan Rooney) who participated in the beta testing of Business.gov on 8-14-06 through 8-18-06 and submitted their feedback forms. 7/14/06 -- BG will accept completion of this milestone with completion of feedback form of new website Beta Test
Establish business content Management process to	Provide accounts and train designated DoC	Q3	2005	✓	9/16/05 -- Business Gateway Managing Partner confirms the	

## Department of Commerce

## Business Gateway

coordinate business content publication with BG Portal

Content Mangers on Atomz content management system.

following DoC representatives have both undergone Atomz training and have established accounts: CIO - Gordon Keller ITA - Alan Vandermallie  
 5/25/05 -- A Content Governance Board has been established and is comprised of representatives from contributing agencies. On May 19, 2005, DoC designated Content Managers will undergo training on the Atomz CMS system used by SBA/Business Gateway. Accounts will be provided to update site content. Weekly conference calls w/ partners will take place beginning May 17 to recommend content changes, and updates will be provided to the Business Gateway portal.

Provide point of contact for an agency content manager to serve as liaison to Business Gateway to ensure content provided to the Business Gateway portal is relevant and up-to-date

Q4 2005

✓

9/16/05 -- DoC and its Bureaus have provided Business Gateway with three contacts for Content Management -- OS/CIO - Gordon Keller, gkeller@doc.gov ITA - Alan Vandermallie, alan.vandermallie@mail.doc.gov NOAA/NMFS - Jim Sargent, jim.sargent@noaa.gov These contacts have been received and confirmed by BG Project Manager.

Establish a process within the agency to coordinate business content dissemination and updates to Business Gateway

Q1 2006

✓

12/1/05 -- Completed SBA's report template and sent to Initiative PM, Shivani Desai, who approved template on 11-10-05. Report attached.

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2006

✓

9/5/06 -- On 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers.  
 6/2/06 -- 5/30/06 -- Commerce continues to await funding approval from Congressional Appropriation Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements.  
 3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. Internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement.  
 3/13/06 -- Resolve issues with appropriators and complete required agreements and funding transfers by March 31, 2006  
 3/2/06 -- On hold, pending reprogramming approval from Senate and House appropriations subcommittees.

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007

✓

9/5/07 -- Commerce received Senate approval 7-25-07 and House approval on 7-31-07. MOU faxed to managing partner.  
 7/12/07 -- OMB - This is considered a missed milestone.  
 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming.  
 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress.  
 Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.

## Geospatial One-Stop

## Department of Commerce

## Geospatial One-Stop

Coordinate the activities of grant programs related to geospatial information through Geospatial One-Stop

Attend one of the Federal Geospatial Grant Workshop/Working Group Meeting being hosted by FGDC to explore possible areas for coordination

Q4 2005

✓

9/16/05 -- Action complete. Workshop attended by Tony Lavoie (NOAA) and Randy Fusaro (Census) on June13-14, 2005. Managing Partner can confirm.

Create a link from GOS Oceans and Estuaries locations and Geodetic Networks, and Atmosphere and Climate to grants.gov. Link will include instructions for finding NOAA geospatial related grants.

Q4 2005

✓

9/16/05 -- Links provided to GOS PM and OMB PM on Sept. 12, 2005. DoC awaiting OMB PM confirmation of link to Grants.gov.

Establish process within the agency to incorporate language from FGDC/GOS 'Geospatial Grant Guidelines to Agencies' before any relevant grant announcement is published in Grants.gov

Q1 2006

✓

12/7/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005.  
12/1/05 -- Milestone completed. Draft report sent to DOI Program Managers (Scott Cameron and Hank Garie) and OMB PM (Stacie Higgins) on 12-01-05. Draft report attached. Final report will be completed 12-9-05.

Post metadata for all planned geospatial data acquisitions in the GeoData.

Census identifies planned geospatial data acquisitions for FY06

Q3 2005

✓

9/16/05 -- List of Census' planned geospatial data acquisitions for FY06 sent and received by OMB PM and initiative PM on Sept. 12, 2005.  
5/25/05 -- Complete

NOAA planned 2005 and 2006 data acquisitions will be documented and submitted to the GeoData Marketplace on the Geospatial One-Stop Portal

✓ Q4 2005

✓

9/16/05 -- NOAA planned 2005 and 2006 data acquisitions listed and submitted to OMB PM and initiative PM on Sept. 11, 2005.

Census posts to the GOS marketplace planned geospatial data acquisitions for FY06

✓ Q4 2005

✓

9/16/05 -- Census' planned acquisitions are posted to the GOS portal (Geodata.gov) as they become known. Changes and corrections are made to the postings when the list is finalized. GOS initiative PM can confirm.  
5/25/05 -- Changes to the universe of planned acquisitions are updated as they are known

Provide report to OMB and Geospatial One-Stop identifying planned geospatial data acquisitions for FY06 and FY07

Q1 2006

✓

12/1/05 -- Milestone completed. Report sent to DOI Program Managers (Scott Cameron and Hank Garie) and OMB PM (Stacie Higgins) on 12-01-05.

General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2006

✓

9/5/06 -- On 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers.  
6/2/06 -- 5/30/06 -- Commerce continues to await funding approval from Congressional Appropriation Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements.  
3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. Internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement.  
3/13/06 -- Resolve issues with appropriators and complete required agreements and funding transfers by March 31, 2006

## Department of Commerce

## Geospatial One-Stop

3/2/06 -- On hold, pending reprogramming approval from Senate and House appropriations subcommittees.

## Disaster Management

Coordinate all disaster and emergency management investments, including incident management or emergency management systems, through this initiative so they comply with the interoperability standards adopted by the federal government

Demonstrate DMIS/Hazcollect interoperability	Q2	2005	✓	9/16/05 -- Testing completed in June of 2005. Both NOAA/NWS and initiative PM confirm the ability of Hazcollect to generate, send and receive CAP alerts from other DMIS COG's. 5/25/05 -- Complete
Ensure that NOAA's All Hazards Net and NOAA Weather Radio system are interoperable with the Disaster Management Interoperability Services backbone	✓ Q3	2005	✓	9/16/05 -- Both NOAA/NWS and DM confirm the ability of All Hazards Net and NOAA Weather Radio system to generate, send and receive CAP alerts from other DMIS COG's.
Development test and Evaluation of interoperability standards. Hazcollect will be able to receive messages using CAP standard.	Q3	2005	✓	9/16/05 -- Testing completed in June 2005. Both NOAA/NWS and DM confirm the ability of Hazcollect to generate, send and receive CAP alerts from other DMIS COG's. 5/25/05 -- Test Functionality of the DMIS/Hazcollect interoperability standards
Establish a process within the agency to ensure acquisitions and activities related to incident/emergency management are coordinated with Disaster Management	Q4	2005	✓	9/16/05 -- NOAA/DOC's acquisitions and development, interoperability, testing, and operations activities related to DMIS and NOAA's Hazcollect and Weather Radio systems are coordinated with Disaster Management. A documented coordination process will be developed and submitted to the initiative Program Manager by 9-30-05. Commerce Director of Security has requested that the Commerce Procurement Executive inform him of all acquisitions related to incident/emergency management. This documentation will be provided to OMB and the managing partner by 9-30-05.
Operational Test	Q4	2005	✓	9/16/05 -- End-to-end operational test of Hazcollect capability conducted in mid-August and early September. Testing is now complete for this phase. Both NOAA/NWS and DM confirm successful test of operational capability. 5/25/05 -- Test Operational Capability
Start Deployment	Q1	2006	✓	12/7/05 -- Please provide description of delays and technical status to OMB and DM for review and consideration of moving this milestone to Q2. 12/1/05 -- Deployment is currently coordinated with required DMIS load v2.3 and AWIPS load 6.0.1. Commerce requests an extension of the deployment completion date until Q3 of 2006. Access to facilities for testing was impacted by recovery from Katrina. Design changes to improve performance has delayed software completion 5/25/05 -- Deployment will occur using DMIS standards and Hazcollect interoperability. Complete deployment by Q2 of 2006

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****Disaster Management**

Complete deployment using DMIS standards and Hazcollect interoperability	Q3	2006	✓	6/12/06 -- OMB grants conditionally acceptance pending submission of evidence of completion by June 30, 2006. 6/2/06 -- 5/30/06 -- Project is on schedule to complete deployment using DMIS standards and Hazcollect interoperability by 6/30/06. 12/12/05 -- Milestone established based on DoC submitted schedule and comments on previous milestones
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Deploy the Disaster Management initiative's Disaster Management Interoperability Services toolset within each of its emergency operations centers (EOCs) and ensure that the toolset is integrated with existing EOC systems

Verify agency's existing incident/emergency management software is CAP-compliant and can generate, send, and receive CAP alerts from DMIS COG's and other CAP-compliant systems	✓	Q3	2005	✓	9/16/05 -- Testing completed in June 2005. Ability to receive and disseminate messages in the CAP standard format demonstrated and confirmed by initiative PM.
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Provide report to OMB and Disaster Management identifying all emergency operations centers and incident/emergency management systems within the agency	Q3	2005	✓	9/16/05 -- Commerce has no EOCs with first responder capability and has no incident/emergency management systems.
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Commerce will deploy and integrate the DMIS toolset in its EOC.	✓	Q3	2005	✓	9/16/05 -- Commerce has confirmed with the Managing Partner that the Commerce EOC has integrated the DMIS toolset.
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**SAFECOM**

Coordinate and align agency wireless activities including grant programs, which are asked to conform to the common grant guidance provided by SAFECOM

DOC/NTIA will work with SAFECOM through its managing partner, DHS, to help develop a comprehensive plan to address the spectrum requirements of the public safety community.	Q1	2006	✓	12/1/05 -- The following report was sent to the OMB Portfolio Manager, Stacie Higgins and David Boyd, the SAFECOM Program Manager, on 12-1-05. DoC awaiting OMB confirmation/approval: NTIA has held five working group level meetings with DHS on their implementation of the public safety spectrum related activities identified in the President's spectrum reform initiative. These meetings have covered the DHS Strategic Plan, Strategic Spectrum Plan, and Spectrum Needs Plan, which will identify future requirements of the state and local public safety agencies. In addition, NTIA has provided numerous comments on drafts of these plans as well as Continuity of Government and spectrum use plans.
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Provide report to OMB and SAFECOM identifying agency wireless activities, including grant programs, which should conform to the common grant guidance provided by SAFECOM for FY06 and FY07	Q1	2006	✓	10/4/05 -- Partial assessment sent to managing partner 9-30-05 by NOAA. We are awaiting their review. We are also sending a copy with this template. Please note per conversation between Tim Young and Tom Pyke on 9-30-05 that Tim Young changed the due date for this template and associated information to 10-03-05. 10/4/05 -- Milestone moved to Q1 by OMB 9/16/05 -- Due to the impact of Hurricane Katrina on NOAA's emergency response and recovery organizations, NOAA was unable to complete the required assessment of current SAFECOM related wireless activities. That milestone along with future acquisition guidance and coordination will be achieved during the first quarter of FY 2006. As NOAA restarts this activity, a partial assessment will be submitted to the managing agency by September 30, 2005.
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## Department of Commerce

## SAFECOM

All federal agencies are requested to comply with the common wireless requirements developed by SAFECOM

Direct identified projects/program to coordinate acquisitions and activities with SAFECOM standards and grant guidance

Establish a process within the agency to ensure acquisitions and activities of identified wireless programs/projects are coordinated with SAFECOM

Q1 2006

✓

12/1/05 -- The following report was sent to OMB Portfolio Manager, Stacie Higgins on 11-18-05. DoC awaiting OMB confirmation/approval: Per the written direction of the SAFECOM Project Manager, Dr. David Boyd, DOC/NOAA is not a participant in the SAFECOM initiative. SAFECOM's Federal partners are primarily agencies that administer radio communication grant programs to state and local governments and/or agencies that manage or promote radio communication programs with significant state and local government interaction. The SAFECOM program manager agrees that DOC/NOAA does not manage communications grant programs to state and local governments and therefore is not a partner in SAFECOM's practitioner driven interoperability activities.  
9/16/05 -- This milestone was impacted by Hurricane Katrina activities. A documented coordination process will be developed and submitted to the initiative Program Manager in Q1 FY06.

## Grants.gov

Develop a schedule for programs that can use Grants.gov's electronic application process

Establish a process within the agency to develop and submit an annual ramp-up plan for discretionary grant programs to Grants.gov within 30 days of enactment of each year's appropriations. Annual ramp-up plans should also include any mandatory programs the agency has opted to post application packages for on grants.gov.

Q1 2006

✓

12/1/05 -- Commerce has developed a ramp-up schedule; it was approved by the grants.gov PMO (Peter Brunner) on 11-30-05. Schedule sent to OMB Portfolio Manager on 11-30-05. Schedule attached.

Provide Grants.gov an outreach plan for discretionary grant programs. The plan should also address mandatory programs if the agency has opted to post application packages for mandatory grants on grants.gov.

Q1 2006

✓

12/7/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005.  
12/1/05 -- Commerce has developed a draft outreach plan; it was approved by the grants.gov PMO (Peter Brunner) on 11-30-05. Plan sent to OMB Portfolio Manager on 11-30-05. Final Plan will be complete 12-9-05. Draft plan attached.

Perform data analysis of their grant forms per guidance provided in the Guide for Data Analysis and Forms Development

Phase I OUs - Data Analysis complete

Q1 2005

✓

9/16/05 -- Managing Partner confirmed on 9/13/05 that agency forms have been identified, data analysis submitted, and any required forms developed.  
5/25/05 -- NIST and NOAA operating units

Phase II OUs - Data Analysis complete.

Q3 2005

✓

9/16/05 -- Managing Partner confirmed on 9/13/05 that no new forms have been submitted for development, and that DOC has indicated that all forms to be submitted in FY 05 have been submitted.  
5/25/05 -- ITA (partial) and MBDA operating units

## Department of Commerce

## Grants.gov

	Phase III OUs- Data Analysis Complete	Q3	2006	✓	6/2/06 -- 5/30/06 -- Commerce has completed NTIA's data analysis and forwarded the package to Grants.gov form factory for review. EDA is finalizing changes to it's forms format and is on schedule to complete data analysis and submit to Grants.gov by 6/30/06. 3/10/06 -- OMB approves moving this milestone to Q3 FY06. Q1 FY07 is too late. 3/2/06 -- Request extension until Q1 FY 2007 for both EDA and NTIA. On 2-27-06, EDA submitted to OMB a PRA information collection, necessitated by newly changed regulations. The submission changes all EDA grant-related forms. EDA will complete the data analysis once OMB approves the collection. NTIA has no grant opportunities until late this calendar year. NTIA is changing its forms to remove SF 424 data to avoid duplication, and only include NTIA program-specific content, thereby reducing reporting burden to the public. Its forms will be complete for this opportunity. 5/25/05 -- NTIA, ITA (complete) and EDA. EDA may not be able to complete, pending realignment by Congress.
Reuse forms already developed by Grants.gov for competitive funding opportunities	Phase I OUs all reuse forms in grants.gov	Q1	2005	✓	9/16/05 -- Managing Partner confirmed on 9/13/05 that DOC has reused forms wherever practicable and has only requested forms that are program unique. 5/25/05 -- NOAA and NIST.
	Phase II OUs all reuse forms in grants.gov	Q3	2005	✓	9/16/05 -- Managing Partner confirmed on 9/13/05 that two agency specific forms originally submitted were withdrawn. No agency specific forms are currently in request status. 5/25/05 -- ITA (partial) and MBDA operating units
	Provide report to OMB identifying existing Grants.gov forms that could be reused and the applicable agency grant programs	Q4	2005	✓	9/16/05 -- DOC provided to OMB on 9/14/05 the report provided by the Managing Partner that DOC has reused forms whenever practicable and is fully in compliance with forms reuse procedures.

## Department of Commerce

## Grants.gov

	Phase III OUs - all reuse forms in grants.gov	Q3	2006	✓	<p>6/2/06 -- 5/30/06 -- Currently, all Commerce OU's, except for NTIA and EDA, are posting their grant applications forms to Grants.gov. NTIA has submitted it's forms and data analysis to Grants.gov for review and awaits their creation by the Grants.gov form factory. EDA is on schedule to have it's forms and data analysis completed by 6/30/06.</p> <p>3/10/06 -- OMB approves moving this milestone to Q3 FY06. Q1 FY07 is too late.</p> <p>3/2/06 -- Request extension until Q1 FY 2007 for both EDA and NTIA. On 2-27-06, EDA submitted to OMB a PRA information collection, necessitated by newly changed regulations. The submission changes all EDA grant-related forms. EDA will ensure the forms are in grants.gov once OMB approves the collection. NTIA has no grant opportunities until late this calendar year. NTIA is changing its forms to remove SF 424 data to avoid duplication, and only include NTIA program-specific content, thereby reducing reporting burden to the public. Its forms will be in grants.gov for this opportunity.</p> <p>5/25/05 -- NTIA, ITA (complete) and EDA. EDA may not be able to complete, pending realignment by Congress.</p>	
Post grant applications to Grants.gov	OUs posting minimum of 25% grant applications .	✓	Q2	2005	✓	<p>9/16/05 -- Managing Partner confirmed on 9/13/05 that DOC as a whole has significantly surpassed OMB goals. A total of 305 programs have been posted, mostly from NOAA. NIST is also in compliance.</p> <p>5/25/05 -- NOAA and NIST.</p>
	Phase II OUs begin posting first applications	Q3	2005	✓	<p>9/16/05 -- Managing Partner confirmed on 9/13/05 that DOC as a whole has significantly surpassed OMB goals. A total of 305 programs have been posted, mostly from NOAA. MBDA is in compliance.</p> <p>5/25/05 -- NTIA, MBDA and ITA (part)</p>	

## Department of Commerce

## Grants.gov

Phase III OUs begin posting first grant applications	✓	Q3	2006	✓	6/2/06 -- 5/30/06 -- Currently, all Commerce OU's, except for NTIA and EDA, post their grant opportunities to Grants.gov. NTIA has submitted it's forms and data analysis to Grants.gov for review and awaits their creation by the Grants.gov form factory. NTIA has no upcoming grant opportunities until November 2006. EDA is on schedule to have it's forms and data analysis completed by 6/30/06. 3/10/06 -- OMB approves moving this milestone to Q3 FY06. Q1 FY07 is too late. 3/2/06 -- Request extension until Q1 FY 2007 for both EDA and NTIA. On 2-27-06, EDA submitted to OMB a PRA information collection, necessitated by newly changed regulations. The submission changes all its grant-related forms. EDA will ensure its grantees can begin applying for its grants in Q1 2007. NTIA has no grant opportunities until late this calendar year. NTIA is changing its forms to remove SF 424 data to avoid duplication and only include NTIA program-specific content, thereby reducing reporting burden to the public. NTIA will ensure its grantees can begin applying for NTIA grants in Q1 2007. 5/25/05 -- ITA (complete), and EDA. EDA may not be able to begin posting, pending realignment by Congress.
Post all discretionary grant applications packages on Grants.gov (100% complete)		Q1	2007	✓	12/4/06 -- All (100%) Commerce discretionary grants from Commerce grant-making operating units are posted on grants.gov.
Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.		Q2	2007	✓	3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. Due to the changing nature of the measure, it is necessary to wait until the end of the quarter to make a final determination. 3/6/07 -- Grants.gov has confirmed that its monthly reporting is not set up to count multiple notices against one package which is the case with Commerce's NIST's Summer Undergraduate Research Fellowship (SURF) 12/22/06 posting. Commerce was at 100% compliance in December 2006. See attached e-mail correspondence with HHS. 1/18/07 -- OMB - As of the 01/03/07 Grants.gov report, DoC had posted matching application packages for 92% of posted synopses.

Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
<b>Department of Commerce</b>						
<b>Grants.gov</b>						
	Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.		Q3	2007	✓	<p>6/13/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. Due to the changing nature of the measure, it is necessary to wait until the end of the quarter to make a final determination.</p> <p>6/4/07 -- We have confirmed with Grants.gov that NIST has one synopsis without an application package. The Precision Measurement Grants Program, 2007-PMGP-01, requires abbreviated initial proposals on paper. After the finalists were chosen from among those initial paper proposals, they submitted final proposals by invitation. A package for electronic submissions was therefore not posted to Grants.gov. E-mail confirmation from the grants.gov PMO is attached.</p>
	Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	✓	Q4	2007	✓	<p>10/2/07 -- Received confirmation from grants.gov PMO that Commerce has 100% of its synopses matched with application packages. Report is attached.</p> <p>9/18/07 -- OMB -- Conditional acceptance granted pending submission of required evidence of completion prior to the end of the quarter.</p> <p>9/5/07 -- Received confirmation from grants.gov PMO that Commerce has 100% of its synopses matched with application packages. Report attached.</p>
	Post all competitive discretionary grant application packages on Grants.gov to match posted opportunities in the current quarter, excluding any valid exemptions approved by OMB.	✓	Q1	2008		
Develop system-to-system interfaces with Grants.gov as necessary	First major operating unit completes STS.	✓	Q2	2005	✓	<p>9/16/05 -- Managing Partner confirmed on 9/13/05 that testing for NOAA was completed in Jan. 2005, and NIST was completed in April 2005.</p> <p>5/25/05 -- NOAA complete in Jan. 2005.</p>

## Department of Commerce

## Grants.gov

## Milestone

## Mjr Qtr FY Complete? Comments

	Remaining OUs complete STS.	✓	Q4	2006	✓	9/5/06 -- NOAA completed STS interface with Grants.gov in Jan. '06. As for NIST, the communications interface to grants.gov was changed and the previous interface NIST was using no longer works. Rather than invest further in the legacy system interface, NIST will instead devote its resources toward integrating its Grants Management Information System (GMIS) into NOAA's Grants Online -- Commerce's consolidated grants system, which is already integrated with Grants.gov. MBDA and EDA will likewise integrate with NOAA's Grants Online. ITA's grants application processes are manual; therefore, STS integration is not germane. The situation with NTIA remains unchanged. 5/25/05 -- Includes MBDA, ITA and NTIA. EDA status dependent on Congressional realignment.
General Program Management	Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2006	✓	9/5/06 -- On 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers. 6/2/06 -- 5/30/06 -- Commerce continues to await funding approval from Congressional Appropriation Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements. 3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. Internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement. 3/13/06 -- Resolve issues with appropriators and complete required agreements and funding transfers by March 31, 2006 3/2/06 -- On hold, pending reprogramming approval from Senate and House appropriations subcommittees.
	Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2007	✓	9/5/07 -- Commerce received Senate approval 7-25-07 and House approval on 7-31-07. MOU faxed to managing partner. 7/12/07 -- OMB - This is considered a missed milestone. 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming. 3/9/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress. Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.
<b>EHRI</b>	For those agencies adopting an electronic Official Personnel File (eOPF), adopt and utilize data standards issued by the initiative for the electronic Official Employee Record (eOER)					
	Inform OMB and EHRI of final decision on timing of adoption of eOPF		Q4	2005	✓	9/16/05 -- OPM, the managing partner, and Commerce have been working to accomplish implementing eOPF. Implementation will begin in Q1 2006.
	In concert with EHRI PMO, develop plan for eOPF for Census Bureau		Q2	2008		10/15/07 -- [OMB] OMB -- This milestone added in response to allow DOC to plan Census Bureau deployment of eOPF.

## Department of Commerce

## EHRI

	For those agencies adopting the EHRI eOPF, complete agency migration to eOPF	Q2	2008		<p>10/15/07 -- [OMB] OMB -- DOC, please do not report milestones as complete when they are not complete. Due date for this milestone moved from Q4FY07 to Q2FY08, and will be moved further upon receipt of plan for deployment of Census Bureau. See milestone requesting plan for Census Bureau.</p> <p>10/2/07 -- Commerce is in negotiation with the managing partner to finalize migration or receive an exception from the managing partner for the Census Bureau.</p> <p>9/18/07 -- OMB - Completion disputed. DOC please consult with EHRI PMO, verify status, and report to OMB. DOC may propose new completion date or separate milestones for bureaus, as appropriate.</p> <p>9/11/07 -- Office of the Secraty is complete, NOAA and Phase II has completed the data feed and is funded and scheduled for backfile conversion, Phase 3 (Census Bureau) is not funded or scheduled.</p> <p>9/5/07 -- Migration complete January 2007 per OPM.</p>
	For those agencies adopting the EHRI eOPF, complete backfile conversion of personnel files	Q4	2008		
Utilize electronic interfaces to the EHRI data repository for information management	Commerce electronic interface is provided by NFC.	Q1	2006	✓	<p>12/7/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005. Please submit confirmation of successful tests.</p> <p>12/1/05 -- DoC met with Rick Minell of NFC and David Neumann of OPM on 11-30-05. It was agreed that the goal is to have test data transmitted in December and production data flowing in pay period 1. DoC has done its part and is ready; achievement of these goals is dependent on the NFC.</p> <p>9/16/05 -- Commerce is on hold. NFC has informed us they cannot provide this capability until perhaps sometime in 2006. Since NFC is operating from its backup site because of Hurricane Katrina, we are uncertain as to exactly when NFC can provide the interface.</p>
Provide core personnel data (eOPF) to OPM in accordance with OPM-provided guidelines	Commerce provided core personnel data to OPM via NFC.	Q2	2005	✓	<p>9/16/05 -- This was completed, as we have previously reported in May 2005. The managing partner has confirmed that the data was successfully transmitted. The EHRI Program Manager, Rhonda Diaz, can be contacted.</p> <p>5/25/05 -- Complete</p>
	For all agencies, complete plan to ensure all necessary employee information is transferred to OPM	Q4	2005	✓	<p>9/16/05 -- We have verified our plan with the EHRI PM which is to expand our data transmission to include those in the personnel interface control document. In Q1 2006.</p>

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****EHRI**

Provide HR Status and Dynamics Data Files to EHRI	✓	Q3	2006	✓	6/12/06 -- OMB grants conditional acceptance pending submission of evidence of completion by June 30, 2006. 6/2/06 -- 5/30/06 -- Commerce has been providing all HR status and data files to EHRI since January '06, as per previous reporting. Commerce considers this milestone complete. 12/7/05 -- OMB agrees to move this milestone to Q3 FY06 based on agreements between OPM and the payroll providers. 12/1/05 -- DoC met with Rick Minell of NFC and David Neumann of OPM on 11-30-05. It was agreed that the goal is to have test data transmitted in December and production data flowing in pay period 1. DoC has done its part and is ready; achievement of these goals is dependent on the NFC.
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Provide Training Data File to EHRI	✓	Q1	2008		1/16/07 -- OMB - This milestone was incorrectly marked complete in Q2FY06. Per extension letter granted by OPM, this milestone has been moved to Q1FY08. 3/2/06 -- On 2-10-06 Initiative PM (Rhonda Diaz, OPM) confirmed receipt and approval of Commerce's training data plan via email to Karen Hogan (DoC OCIO) on 2-10-06. 12/7/05 -- Milestone moved to Q2 pending final release of OPM policy. Once policy is issued, agencies must submit a plan to comply with OPM guidelines. 12/1/05 -- On Dec 1, 2005 DoC reached the following agreement with the OPM Initiative Program Manager, Rhonda Diaz: By 12-30-05, DoC will provide the initiative program office with a plan for transmitting training data files.
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Improve human capital planning systems					
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CIO to develop plan for agency to migrate workforce planning and analysis reports to WASS/CIVFORS/BI environment		Q4	2007	✓	10/2/07 -- Commerce has worked with the EHRI PMO on an acceptable plan. Approved plan is attached. 9/5/07 -- Commerce OCIO and OHRM are working on a plan. Will submit by 9-30-07.
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CIO to ensure the WASS/CIVFORS/BI tools are adequate for the CHCO to produce 5 year workforce agency plan and analysis using supporting output or data reports produced by WASS/CIVFORS/BI environment		Q4	2008		
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**E-Clearance**

Image investigative records in accordance with initiative standards and make those records available electronically as required					
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Image all DoC investigative records and make them electronically available as required.		Q2	2005	✓	
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					9/16/05 -- This comment and the preceding comment of 5/25/05 constitute DOC agency confirmation that all imaging has been completed and that processes are in place to image all records going forward. 5/25/05 -- All investigative records have been imaged and made available electronically as of 4/15/2005. Once the OPM IS Portal or designated system becomes operational, DoC is ready to begin any integration/migration of files as stipulated by the 2004 Intelligence Reform Act.
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## Department of Commerce

## E-Clearance

## E-Travel

Migrate agency-specific travel system(s) to initiative-provided End-to-End Travel Service (eTS) vendor

Complete revised MOU with the E-Travel PMO and approved FTR extension with GSA (including new target dates for implementation)

Q3 2006 ✓

9/5/06 -- Commerce will seek an approved FTR extension and MOU with GSA with new implementation dates by 9-30-06.  
6/12/06 -- OMB believes the E-Travel MOU does not include funding transfers and is outside of the prohibition. DoC should complete the MOU and waiver request by June 30, 2006. Please contact the OMB Portfolio Manager if you have further questions.  
6/2/06 -- 5/30/06 -- Commerce is precluded from signing MOU's until receiving approval by Congressional Appropriations Committees. Due to the extended period of the Corrective Action Plan with EDS and GSA, Commerce has been delayed in formulating its implementation plans. Commerce intends to request a waiver to the FTR to begin E-Travel implementation in January, 2007 after it has been demonstrated: 1. To have been successfully implemented in a large federal agency, and 2. EDS has shown that it can successfully integrate E-Travel with federal financial management systems.

Sign and fund TO for Phase 1

Q1 2008

10/15/07 -- [OMB] OMB - Requested by agency per phone call of Oct 11, 2007

DOC Implementation Phase #1 - ITA, OSEC, OIG -- All travel transactions (reservations and voucher processing).

✓ Q2 2008

10/15/07 -- [OMB] OMB - Milestone from agency plan. (projected: 3/27/08)

DOC Complete modifications to FM system (CBS) for interface to travel system.

Q2 2008

10/15/07 -- [OMB] OMB - Requested by agency per phone call of Oct 11, 2007 (scheduled for 1/30/2008)

Sign and fund TO for Phase 2

Q2 2008

10/15/07 -- [OMB] OMB - Requested by agency per phone call of Oct 11, 2007

DOC Implementation Phase #2&3 --BEA, ESA, EDA, MBDA, NTIA, NTIS, TA -- All travel transactions (reservations and voucher processing).

✓ Q3 2008

10/15/07 -- [OMB] OMB - Milestone from agency plan. (projected: 4/30/08)

Process all agency travel vouchers through ETS vendor

✓ Q4 2008

10/10/06 -- This milestone has been moved to Q4FY08.  
9/5/06 -- Due to outstanding change requests to be completed for Commerce by the selected eTS vendor, EDS, Commerce intends to apply for an FTR waiver by 9-30-06.  
4/14/06 -- Q4 FY06 deadline is required for all agencies that do not have an FTR waiver from GSA.

DOC Implementation Phase #7 -- NOAA -- All travel transactions (reservations and voucher processing).

✓ Q1 2009

10/15/07 -- [OMB] OMB - Milestone from agency plan. (projected: 11/17/08)

DOC Implementation Phase #5 -- NIST -- All travel transactions (reservations and voucher processing).

✓ Q1 2009

10/15/07 -- [OMB] OMB - Milestone from agency plan. (projected: 12/2/08)

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****E-Travel**

	DOC Implementation Phase #4 -- Census -- All travel transactions (reservations and voucher processing).	✓	Q1	2009		10/15/07 -- [OMB] OMB - Milestone from agency plan. (projected: 10/2/08)
	DOC Implementation Phase #6 -- PTO -- All travel transactions (reservations and voucher processing).	✓	Q1	2009		10/15/07 -- [OMB] OMB - Requested by agency per agency plan - (scheduled for 12/31/2008)
Integrate agency-specific Travel Management Centers with the eTS vendor	Final decision whether to adopt initiative Travel Management Centers or maintain agency centers		Q4	2006	✓	9/11/06 -- OMB grants conditional acceptance pending submission of evidence of completion by September 30, 2006. 9/5/06 -- Commerce determined that it will maintain its agency travel management centers. DoC will send written notification of decision to OMB PM and Initiative PM by 9/30/06.
	Conduct a review of all three ETS vendor's offerings to confirm strategic direction.		Q1	2007	✓	12/13/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 12/4/06 -- Review is ongoing. Results will be complete by 12-31-06. 5/25/05 -- Managing Partner advised Commerce not to report on this Phase.
	Solidify DOC's decision by exercising the option period with your current ETS vendor or placing a task order with a new ETS vendor.	✓	Q2	2007	✓	3/6/07 -- Copy of the task order with EDS is included with this worksheet.
	Make a recommendation internally to DOC leadership on which service offering best meets DOC strategic requirements.	✓	Q2	2007	✓	3/6/07 -- DOC leadership has been briefed and has accepted the recommendation to remain with current ETS vendor, EDS.
	Provide the ETS PMO an updated Memorandum of Understanding, for Attachments A (schedule) and B (voucher projections) which reflects a schedule of deployment by bureau consistent with completion of full ETS deployment by 4Q08.	✓	Q3	2007	✓	6/4/07 -- Completed MOU with GSA is attached.

## Department of Commerce

## E-Travel

Begin ETS deployment and generate transactions through ETS.

✓ Q4 2007

10/15/07 -- [OMB] OMB -- This is a missed milestone.  
 10/2/07 -- Commerce is seeking to revise the current project plan. New plan has been sent to the managing partner, GSA, and we are awaiting feedback. Revised plan is attached.  
 9/18/07 -- OMB - Completion disputed. DOC please consult E-Travel PMO, verify status, and advise OMB.  
 9/11/07 -- Milestone to be missed due to agency delays. Pilot is scheduled for Oct/Nov 2007. This milestone was based on DOC's detailed schedule in their MOU with GSA. DOC is working with EDS to map out a small pilot deployment of FedTraveler, but is not willing to commit to any deployment activities until after the pilot. Need to establish a new set of milestones for DOC to include: 1. With concurrence from EDS, deliver a project plan which contains pilot start and full deployment dates by bureau showing full deployment of DOC by 30-Sep-2008. This plan needs to be delivered to the ETS PMO not later than 30-Sep-2007. 2. Deliver an updated Attachment A to GSA consistent with the project plan showing key milestones leading to full deployment by the end of FY08, including deployment by bureau. 3. Deliver an updated Attachment B to GSA consistent with the project plan. Due date is 15-Oct-2007. Additional milestones will be set from DOC's deployment plan.  
 9/5/07 -- 7/24/07 -- ETS pilot beginning with EDA and MBDA operating units scheduled to begin 7/31/07. Commerce considers this milestone complete.

## Integrated Acquisition Environment

Implement the use of Business Partner Network / Central Contractor Registration (BPN/CCR) for contractor registration

Decommission legacy agency collection mechanisms for representation and certifications from offerors (ORCA)

✓ Q1 2006

✓

12/1/05 -- Milestone complete. Commerce has no legacy electronic collection mechanisms to decommission and has fully implemented BPN/CCR for representations and certifications from offerors (ORCA). Commerce sent GSA PM completion status notification 11-29-05.

Implement the use of the new clause in Section K for new solicitations (ORCA)

✓ Q1 2006

✓

12/1/05 -- DOC's acquisition system (CSTARS), used by the acquisition community, was updated to include the new ORCA clause in January 2005. Commerce considers this milestone to be complete. Commerce sent GSA PM completion status notification 11-29-05.

Implement the Electronic Subcontract Reporting System (eSRS)

Implement the eSRS system for all subcontractor reporting

✓ Q1 2006

✓

12/1/05 -- Commerce has implemented eSRS. We continue to conduct public outreach efforts to vendors informing them about eSRS and our policy on using the system. To date, 10 reports have been entered into eSRS by different vendors. While we continue to receive some paper copy versions from vendors, we believe these numbers will decrease as vendor awareness of the new eSRS system increases. Commerce sent GSA PM (Teresa Sorrenti and Earl Warrington) completion status notification 11-29-05.

## Department of Commerce

## Integrated Acquisition Environment

System Access	Q1	2006	✓	12/1/05 -- The production version of the eSRS system became available in October 2005 as per the IAE Project Manager (GSA). User access is currently available and all necessary parties will have designated accounts by December 30, 2005. Commerce is on track to complete this milestone on time. Commerce sent GSA PM (Teresa Sorrenti and Earl Warrington) completion status notification on 11-29-05. 9/16/05 -- eSRS Training is in test mode per the managing partner, GSA. Operational capability has been rescheduled for FY 2006. 6/28/05 -- Milestone will be considered complete when agency confirms that system access is available to all parties needing to use the system 5/25/05 -- Will use when eSRS becomes available.
Training	Q1	2006	✓	12/1/05 -- Commerce has completed training for its system administrators and is utilizing a "train-the-trainer" approach to train the remaining user community. This training is scheduled to be completed in December 2005. Commerce sent GSA PM (Teresa Sorrenti and Earl Warrington) completion status notification 11-29-05. 9/16/05 -- eSRS Training is in test mode per the managing partner, GSA. Operational capability has been rescheduled for FY 2006. 6/28/05 -- Milestone will be considered complete when agency confirms that training is completed 5/25/05 -- Will train when training date is scheduled.

## Establish processes to utilize the Past Performance Information Retrieval System (PPIRS)

Implement Federal Technical Data Solution (FedTeDs)	System Access	Q4	2005	✓	9/16/05 -- Partial completion, system access will be completed once all parties are trained. This will be accomplished by 10-31-05. 6/28/05 -- Milestone will be considered complete when agency confirms that system access is available to all parties needing to use the system	
	Training	Q4	2005	✓	9/16/05 -- Partial completion; NOAA and the Office of the Secretary have been trained. NIST, PTO and Census will be completed by 10-31-05. 6/28/05 -- Milestone will be considered complete when agency confirms that training is completed 5/25/05 -- Training scheduled for 4th Quarter FY05.	
	Fully implement the use of FedTeDs for all necessary transactions	✓	Q2	2006	✓	3/2/06 -- On 1-27-06 Managing Partner (Teresa Sorrenti) confirmed that Commerce has implemented FedTeDs for all necessary transactions. One transaction has been logged.

## Fund ongoing initiative operations as required

General Program Management	Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2006	✓	9/5/06 -- On 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers. 6/2/06 -- 5/30/06 -- Commerce is precluded from signing MOU's until
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Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
<b>Department of Commerce</b>						
<b>E-Authentication</b>						
	Sign MOU for the implementation of the E-Authentication Service in FY 2005	Q4	2006	✓	<p>9/5/06 -- Commerce signed the MOU in Q1 of FY 2006 and completed implementation of E-Authentication on Export.gov on 1-5-06.</p> <p>9/16/05 -- As of 9-15-05, Commerce is precluded from signing any E-gov MOUs pending Senate and House approval. We are awaiting Senate appropriations subcommittee approval. The House subcommittee has concurred.</p> <p>8/16/05 -- The target date to sign the MOU is moved to be consistent with DoC's Q4 PMA E-Gov Scorecard</p>	
Implement the E-Authentication Service for at least one public-facing (e.g., G2C, G2B, G2G) system requiring electronic authentication in FY 2006	Complete project plan for implementing E-Authentication Service for one additional public-facing system in FY 2006	Q2	2006	✓	<p>3/29/06 -- 3/28/06 -- DoC project plan was approved by Georgia Marsh, Deputy PM for E-Authentication via email on 3/16/06.</p> <p>3/10/06 -- OMB grants conditional acceptance pending submission of evidence of completion by March 31, 2006. Waiting for final concurrence by E-Auth.</p> <p>3/2/06 -- Project plan completed and submitted to Managing Partner, GSA. for review on 2-17-06. Approved plan sent to OMB Portfolio Manager on 2-27-06.</p>	
	Sign MOU for the implementation of the E-Authentication Service in FY 2006	Q2	2006	✓	<p>9/5/06 -- Commerce is currently working with the E-Authentication PMO to derive a production implementation date and project schedule. Target system will be identified and MOU signed by 9-30-06.</p> <p>6/2/06 -- 5/30/06 -- Commerce is precluded from signing MOU's until receiving approval by Congressional Appropriations Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements.</p> <p>3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. All internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement.</p> <p>3/10/06 -- OMB grants conditional acceptance pending submission of evidence of completion by March 31, 2006.</p> <p>3/2/06 -- Although this is a no cost MOU, the Commerce Office of General Counsel has advised the Commerce CIO that it may not be signed, pending reprogramming approval from Senate and House appropriations subcommittees.</p>	

Phase	Milestone	Mjr	Qtr	FY	Complete?	Comments
<b>Department of Commerce</b>						
<b>E-Authentication</b>						
	E-Authenticate at least one additional public-facing system requiring electronic authentication in FY06	✓	Q1	2008		9/5/07 -- Commerce has updated its E-Authentication Ramp Up Plan to prioritize those systems that can be SAML-enabled per Carol Bales direction. Will get OMB and GSA clearance by 9-30-07. 7/12/07 -- OMB - This milestone is moved to Q4FY07. 6/13/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 6/4/07 -- Commerce is on target to complete this milestone by 6-29-07. 12/18/06 -- OMB - This milestone is moved to Q3FY07. DoC is working with GSA to determine a suitable solution for the authentication of entities as representatives of a business. 12/4/06 -- Commerce is meeting with the E-Authentication PMO staff next week to explore how the initiative can accommodate our need to authenticate businesses for our systems. The current implementation of E-Authentication authenticates individual persons only. 9/12/06 -- Agency will not be held to this milestone this quarter. This milestone will be moved out once a new date is established. 9/5/06 -- Due to funding delays related to the Congressional appropriations process, Commerce will likely have to postpone implementation of E-Authentication on the additional public-facing system. Commerce is working with the E-Authentication PMO to determine a new implementation schedule.
Implement the E-Authentication Service for public-facing systems requiring electronic authentication in FY 2007	Sign an MOU for integration of the E-Authentication service into Export Control Automated Support system (SNAP)	✓	Q1	2007	✓	12/14/06 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 12/4/06 -- Commerce is meeting with the E-Authentication PMO staff next week to explore how the initiative can accommodate our need to authenticate businesses. The current implementation of E-Authentication authenticates individual persons only.
	Complete project plan for implementing E-Authentication service on MOU identified systems by January 31.		Q2	2007	✓	3/19/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Plan completed. Coordination with OMB and Managing Partner will be completed by 3-15-07.
	All MOU Identified system(s) perform live E-Authentication Transactions.	✓	Q1	2008		10/15/07 -- [OMB] OMB - This milestone is moved to Q1 FY08 and is due nlt 11/01/2007. 10/2/07 -- This milestone has been modified by negotiations with the managing partner, GSA, OMB and Commerce. OMB sent revised milestones to us 9-25-07. E-mail is attached. 9/5/07 -- Commerce has updated its E-Authentication Ramp Up Plan to prioritize those systems that can be SAML-enabled per Carol Bales direction. Will get OMB and GSA clearance by 9-30-07.
Implement the E-Authentication Service for all web-based systems requiring electronic authentication	Provide report to OMB and E-Authentication identifying all existing and planned web-based systems requiring electronic authentication		Q1	2006	✓	12/6/05 -- OMB grants conditional acceptance pending submission of evidence of completion by December 30, 2005. 12/1/05 -- DoC is on schedule to meet this milestone. Data call was issued to all DoC operating units on November 15th. Responses from them are due back by December 9 and a consolidated report identifying all existing Web-based systems requiring electronic

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****E-Authentication**

					authentication will be submitted to the OMB PM and the initiative Program Manager by December 15th.
Finalize plan and obtain OMB approval for implementation of E-Authentication Service for all web-based systems requiring electronic authentication	Q4	2006	✓		9/5/06 -- Commerce will finalize a plan and obtain OMB approval to implement E-Authentication on all Web-based systems requiring electronic authentication by 9-30-06.
Provide requirements to the GSA E-Authentication Program Office to assist in the development of solicitation request to be awarded to one of the selected integration and technical support contractors.	✓	Q1	2008		
Identify all Department of Commerce applications that are E-Auth eligible and develop an implementation plan for the deployment of these applications.	Q2	2008			
Award integration and technical support contractor for the development of the Agencies E-Authentication architecture and deployment support.	Q2	2008			
E-Auth enable and deploy two to be determined DOC applications (assuming availability of GSA services.)	✓	Q3	2008		
Completion of assessment, risk evaluation, preliminary population determination and sequence plan for three additional Federal Student Aid systems.	Q3	2008			
Implement G5 Phase 2 and migrate G5 to SAML 2.0.	✓	Q4	2008		
Completion of assessment, risk evaluation, preliminary population determination and sequence plan for three additional Federal Student Aid systems.	Q4	2008			

**Financial Management LoB**

Select a Center of Excellence (COE) which will host the Agency's core financial management systems and to which the Agency may migrate its financial management services

Sign MOU with selected COE to host agency's core financial management systems

<i>Phase</i>	<i>Milestone</i>	<i>Mjr</i>	<i>Qtr</i>	<i>FY</i>	<i>Complete?</i>	<i>Comments</i>
<b>Department of Commerce</b>						
<b>Financial Management LoB</b>						
	Agree to participate in the FM LOB by signing the FM LoB MOU.		Q4	2005	✓	10/4/05 -- Commerce signed this MOU 9-30-05. Please note per conversation between Tim Young and Tom Pyke on 9-30-05 that Tim Young changed the due date for this template and associated information to 10-03-05. 9/16/05 -- As of 9-15-05, Commerce is precluded from signing any E-gov MOUs pending Senate and House approval. We are awaiting Senate appropriations subcommittee approval. The House subcommittee has concurred. 8/16/05 -- The target date to sign the MOU is moved to be consistent with DoC's Q4 PMA E-Gov Scorecard
	Begin migration planning		Q4	2008		
	Select Center of Excellence		Q4	2010		
	Complete migration planning		Q4	2010		
<hr/>						
Migrate financial management hosting (and potentially services) to the selected COE	Shut down financial management systems migrated to COE					
	Migrate financial management systems to selected COE					
	Provide report to OMB identifying the financial management systems to potentially migrate to selected COE		Q2	2006	✓	3/2/06 -- Commerce prepared and submitted report with required data to Managing Partner, Mary Mitchell, who confirmed receipt 2-23-06. Sent to OMB Portfolio Manager, Tim Young, on 2-27-06.
	Begin migration		Q1	2011		
	Complete migration		Q4	2012		
<hr/>						
Sign MOU and participate in the LoB governance						
General Program Management	Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2006	✓	9/5/06 -- On 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers. 6/2/06 -- 5/30/06 -- Commerce is precluded from signing MOU's until receiving approval by Congressional Appropriations Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements. 3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. Internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement. 3/13/06 -- Resolve issues with appropriators and complete required agreements and funding transfers by March 31, 2006 3/2/06 -- On hold, pending reprogramming approval from Senate and House appropriations subcommittees.

## Department of Commerce

## Financial Management LoB

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2007	✓	9/13/07 -- 9/12/07 MOU received 8/8/07 9/5/07 -- Commerce received Senate approval 7-25-07 and House on 7-31-07. MOU faxed to managing partner. 7/12/07 -- OMB - This is considered a missed milestone. 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming. 3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress. Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.
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## Human Resources Management LoB

Select a Shared Service Provider to which the Agency will migrate HR services

Agree to participate in the HR LOB by signing the LoB MOU.		Q4	2005	✓	10/4/05 -- Commerce signed this MOU 9-30-05. Please note per conversation between Tim Young and Tom Pyke on 9-30-05 that Tim Young changed the due date for this template and associated information to 10-03-05. 9/16/05 -- As of 9-15-05, Commerce is precluded from signing any E-gov MOUs pending Senate and House approval. We are awaiting Senate appropriations subcommittee approval. The House subcommittee has concurred. 8/16/05 -- The target date to sign the MOU is moved to be consistent with DoC's Q4 PMA E-Gov Scorecard
Select Shared Service Provider		Q3	2007	✓	6/4/07 -- Commerce has selected the National Finance Center as its Shared Service Provider. 5/25/05 -- Expecting list of Shared Service Providers by December 2005.
Sign MOU with selected Shared Services Provider to host agency's HR systems		Q1	2008		
Migrate HR services to the selected HR Service Provider	Provide report to OMB and Managing Partner identifying the HR systems to potentially migrate to selected Shared Services Provider	Q2	2006	✓	3/2/06 -- Commerce prepared and submitted report with required data to Initiative PM, Norm Enger, and OMB Portfolio Manager, Tim Young, on 2-27-06.
	Migrate to selected Service Provider	Q4	2009		
	Shutdown ACES hiring system	Q1	2010		
	Shutdown WebTA	Q1	2010		

Sign MOU and participate in the LoB governance

General Program Management	Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2006	✓	9/5/06 -- 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers. 6/2/06 -- 5/30/06 -- Commerce is precluded from signing MOU's until
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## Department of Commerce

## Human Resources Management LoB

receiving approval by Congressional Appropriations Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements.

3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. Internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement.

3/13/06 -- Resolve issues with appropriators and complete required agreements and funding transfers by March 31, 2006

3/2/06 -- On hold, pending reprogramming approval from Senate and House appropriations subcommittees.

Execute all necessary inter-agency agreements (MOU, IAA, etc.) and complete funding transfers as required per agreement

✓ Q2 2007 ✓

9/5/07 -- Commerce received Senate approval 7-25-07 and House approval on 7-31-07. MOU faxed to managing partner.  
7/12/07 -- OMB - This is considered a missed milestone.  
6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming.  
3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter.  
3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress.  
Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.

## Grants Management LoB

Sign MOU to participate in LOB Task Force

Sign MOU to participate in LOB Task Force

Q4 2005 ✓

10/4/05 -- Commerce signed this MOU 9-30-05. Please note per conversation between Tim Young and Tom Pyke on 9-30-05 that Tim Young changed the due date for this template and associated information to 10-03-05.

9/16/05 -- As of 9-15-05, Commerce is precluded from signing any E-gov MOUs pending Senate and House approval. We are awaiting Senate appropriations subcommittee approval. The House subcommittee has concurred.

8/16/05 -- The target date to sign the MOU is moved to be consistent with DoC's Q4 PMA E-Gov Scorecard

7/1/05 -- 5/25/05 -- Commerce cannot sign MOU prior to Congressional approval of E-Gov reprogramming.

Agency analysis

Respond to GMLOB survey by validating prepopulated information and completing missing information.

Q4 2006 ✓

9/5/06 -- Commerce sent this survey to the managing partner on 7-31-06.

Agency migration planning

Complete a Declaration of Intent to be a Consortia Lead or a member by August 25th, 2006 in accordance with the GMLOB Guidance for Second Round of Consortia Selection and Consortia Recommendation

Q4 2006 ✓

9/5/06 -- Commerce identified NOAA Grants Online as a candidate lead consortia provider. A completed Declaration of Intent was sent to the managing partner on 8-25-06.

## Department of Commerce

## Grants Management LoB

Process.

Execute signed Memorandum of Understanding (MOU) with Consortia Lead or submit appeal (including Fit /Gap analysis).	Q1	2008		7/19/07 -- This milestone is moved until requirements for compliance with the FFATA are fully understood. 4/17/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 1/12/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 10/10/06 -- OMB -- This milestone has been moved to Q2 FY07.
Develop an Implementation Strategy Plan that defines the agency's plan for implementing the GMLOB objectives.	✓	Q2	2008	7/17/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 4/17/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 1/12/07 -- OMB - This milestone is moved until requirements for compliance with the FFATA are fully understood. 10/10/06 -- OMB -- This milestone has been moved to Q3 FY07.

## General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2006	✓	9/5/06 -- On 8-7-06, Congressional appropriations committee provided formal approval for E-gov interagency funding transfers. 6/2/06 -- 5/30/06 -- Commerce is precluded from signing MOU's until receiving approval by Congressional Appropriations Committees. Commerce has staged MOU's so that once Congressional approval is given, Commerce can quickly sign and execute funding agreements. 3/29/06 -- 3/28/06 -- Commerce is attempting to schedule meetings with House/Senate appropriators. Internal and external MOU's have been staged and Commerce awaits only Congressional approval to sign and implement. 3/2/06 -- On hold, pending reprogramming approval from Senate and House appropriations subcommittees.
Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2007	✓	9/5/07 -- Commerce received Senate approval 7-25-07 and House on 7-31-07. MOU faxed to managing partner. 7/12/07 -- OMB - This is considered a missed milestone. 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming. 3/9/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress. Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.

## Federal Health Architecture LoB

Accountability	Identify the appropriate resources to serve as FHA Leadership Council members.	Q3	2007	✓	6/20/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 6/4/07 -- Commerce is on target to complete this milestone by 6-29-07.
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## Department of Commerce

## Federal Health Architecture LoB

## ESRI SmartBUY

All ESRI software purchases utilize SmartBUY contract	Provide report to GSA SmartBUY indicating agency-wide usage of ESRI, including existing contract terms	Q4	2005	✓	10/4/05 -- Per your request, Commerce is submitting the ESRI information regarding usage (in terms of both dollars (NOAA ESRI Purchase Information.xls) and licenses (ESRI Totals NOAA.xls)) and terms and conditions (NOAA BPA 45AANA804920.pdf) with a brief description of the terms and conditions described below. ESRI  NOAA BPA number: 45-AA-NA-804920 (Attached) Information is located at: <a href="http://www.nites.noaa.gov/bpa/display.asp?bpaID=2">http://www.nites.noaa.gov/bpa/display.asp?bpaID=2</a>  General Terms & Conditions All items on ESRI's Federal GSA Schedule (GS-35F-5086H) can be purchased at a 4% discount except SINs 132-50 and 132-51 (training and services), which are available at the GSA price. Orders over \$500,000 will be given a 10% discount from the GSA Schedule price. Spot discounts will be made available for significant orders below \$500,000. Prices will be FOB Destination for orders in the CONUS (instead of FOB origin). 9/27/05 -- Incomplete, does not provide the number of licenses, nor contract terms 9/16/05 -- Report sent to OMB and SmartBuy 9-13- 05.
	Establish policy requiring all future acquisitions of ESRI to use ESRI SmartBUY vehicle (may be combined with other agency SmartBUY policy)	Q1	2006	✓	12/1/05 -- Commerce developed this policy which was approved by the GSA SmartBuy PMO (Tom Kireilis) on 11-7-05. Confirmation of this approval and the policy sent to Jack Koller and Tim Young on 11-28-05. Policy attached.

## Novell SmartBUY

All Novell software purchases utilize SmartBUY contract	Provide report to GSA SmartBUY indicating agency-wide usage of Novell, including existing contract terms	Q4	2005	✓	9/16/05 -- Report sent to OMB and SmartBuy 9-13-05.
	Establish policy requiring all future acquisitions of Novell to use Novell SmartBUY vehicle (may be combined with other agency SmartBUY policy)	Q1	2006	✓	12/1/05 -- Commerce developed this policy which was approved by the GSA SmartBuy PMO (Tom Kireilis) on 11-7-05. Confirmation of this approval and the policy sent to Jack Koller and Tim Young on 11-28-05. Policy attached.

## Geospatial LoB

Determine agency spending on geospatial investments	Complete agency report on geospatial investments using the guidelines and template developed by the Geo LoB task force	✓	Q3	2006	✓	6/9/06 -- Please submit evidence of completion by June 15, 2006. 6/2/06 -- 5/30/06 -- Commerce is on track to complete this milestone by 6/15/06.
	Submit populated performance reporting template for each of the A-16 datasets, following GeoLoB guidance, by 05/25/07.	✓	Q3	2007	✓	6/4/07 -- Template sent by assigned due date. Managing Partner confirmation of accuracy and completeness is attached.

**Agency****Initiative****Phase****Implementation Milestone Information****Milestone****Mjr Qtr FY Complete? Comments****Department of Commerce****Geospatial LoB**

Provide updated agency report on geospatial investments using the guidelines and template developed by the Geo LoB Task Force	✓	Q3	2007	✓	6/4/07 -- Report sent by assigned due date. Managing Partner confirmation of accuracy and completeness is attached.
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## General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2007	✓	9/11/07 -- Yes - Milestone is completed and evidence has been provided 9/5/07 -- Commerce received Senate approval 7-25-07 and House approval on 7-31-07. MOU faxed to managing partner. 7/12/07 -- OMB - This is considered a missed milestone. 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming. 3/9/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress. Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.
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**IT Infrastructure LoB**

## General Program Management

Execute all necessary inter-agency agreements (MOU,IAA, etc.) and complete funding transfers as required per agreement	✓	Q2	2007	✓	9/5/07 -- Commerce received Senate approval 7-25-07 and House approval on 7-31-07. MOU faxed to managing partner. 7/12/07 -- OMB - This is considered a missed milestone. 6/4/07 -- Awaiting Congressional approval for E-Gov reprogramming. 3/14/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 3/6/07 -- Commerce is precluded from signing this MOU without receiving reprogramming approval from the Congress. Reprogramming letters for OMB and the Congress have been prepared. The MOU is being reviewed by the Office of General Counsel.
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## IOI LoB Alignment

Submit a Department/Agency 5 year plan to optimize the End User Systems and Support area of IT infrastructure that is aligned with the IOI LOB Exhibit 300 Business Case (FY09).	✓	Q2	2008		7/19/07 -- As agreed to by the AAG and a result of the 7/19/07 AAG meeting, milestone has been added.
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**Information Systems Security LoB**

## Use of Shared Service Centers

Work with the Information Systems Security Line of Business initiative to use security awareness and reporting services and develop a timeline with reasonable milestones for full implementation.		Q3	2007	✓	6/13/07 -- OMB - Conditional acceptance granted pending submission of required evidence of completion prior to end of quarter. 6/4/07 -- Commerce has selected IT security awareness training and FISMA reporting tools. Awaiting approval of implementation dates. Will complete by 6-29-07.
Begin using the ISS LoB reporting SSC.	✓	Q4	2008		

**Agency**

**Initiative**

**Phase**

**Implementation Milestone Information**

**Milestone**

**Mjr Qtr FY Complete? Comments**

**Department of Commerce**

**Information Systems Security LoB**

Begin using the ISS LoB training SSCs.

✓ Q4 2008