2024 - 2026 IT Strategic Plan

Agency:	152 Department of the Treasury
Date:	2/28/2024

Current IT State

In this section, describe the high-level strategy the agency will use to manage existing operational IT investments over the next year to 5 years. This section should align with identified Business Requirements for Existing Technology (BReTs). At minimum, please address the following questions in your description of your agency's strategy for managing existing operational IT investments:

Are there existing IT investments that will require additional funding over the next year to 5 years, such as license renewals, re-competition of current IT contracts, or system enhancements required by the Agency Strategic Plan?

If there are systems that will no longer support the agency's business needs, either through poor performance or excessive cost, how does IT leadership in the agency plan to address the issues?

If the agency does not have the staff or funding to meet increasing demand for IT services, how will IT leadership fulfill the requests?

The Unclaimed Property Program returns money, stocks, bonds, dividends, utility deposits, insurance proceeds, tangible property and more to Virginia residents. The Treasury will continue it's objectives to review and refine operational processes to enhance efficiencies as we seek alternatives to improve customer wait times associated with the Unclaimed Property Claims hotline. While the new SaaS Unclaimed Property System has exponentially increased the number of claims being processed and monies returned to claimants, the demand on the hotline has outpaced the resources available, as such Treasury will be pursuing IVR integration and future chat bot functionality to interface with the citizen. The Unclaimed Property budget can support the initial implementation of an IVR.
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The Division of Risk Management (DRM) protects Virginia's state government, other public entities, and certain qualified individuals from financial loss caused by legal liability, loss to property, and other hazards. We fulfill this mission primarily through the establishment and administration of specialized risk management plans authorized by statute and approved by the Governor. The Risk Management division of Treasury continues to support 3 disparate legacy systems, however, pursuant with our objective to Modernize and adapt agency technology to better serve business needs, we have awarded an RFP to a SaaS Risk Management vendor for which implementation should be completed by the end of Calendar year 2024. Localities, Universities, State Agencies, Constitutional Officers will all reap benefits with access to an online integrated system and portal. This effort is funded.**

The Treasury Operations Division provides centralized services to the Commonwealth's agencies and institutions for the following functions: statewide check processing and distribution; stop payments, forgery identification and prevention; bank reconciliation of all statewide Commonwealth bank accounts; investment accounting for the General Account of the Commonwealth and numerous trust and bond funds; and trust accounting for most of the Commonwealth's debt issuances and several of its authorities and the Literary Fund. The Division also provides support services to the Treasury and the Treasury Board for accounting and budgeting. While the current off the shelf application, Frontier, that supports the Bank Recon process meets our needs, the system is costly and requires costly upgrades every 2 or 3 years. In line with our objective to increase effectiveness through technology by exploring new platforms to gain efficiencies, we will need to look at SaaS options in this space to limit administrative overhead. Check processing is currently managed internally by Treasury at the main office in Richmond in addition to a supplemental site in PA. With the trending need for non-standard check processing (Tax Rebates etc..), Treasury needs a solution that can scale on demand to meet the needs of the Administration and constituents. For several

years, Treasury has administered the Bond Requisition System through paper and manual processes. This has resulted in longer response times to our partners such as Universities, Localities and State Agencies submitting requisitions to draw down Bond allocated funding. Treasury continues the development of the Bond Requisition System as this aligns with our objective to modernize and adapt agency technology to better serve business needs. This will result in increased accuracy, elimination of paper requisitions, institutions will have instant access to requisition status, increased security and overall improved management of the requisition process. We are targeting to have this development complete Q1 2024. These efforts are either funded in the current budget or recoverable.

The Cash Management and Investments Division is responsible for the investment of state funds and the administration of banking and cash management services. The division manages state and local government funds by maximizing investment earnings within levels of prudence established by statute and Treasury Board guidelines; works with state agencies/institutions and financial institutions to improve cash management and ensures the highest quality of service to the Commonwealth at competitive costs. The current Funds Management System (FMS), is an internally developed application designed to support audit, reporting and accounting records for our banking and investment transactions. The CMI division needs several enhancements that will add automation and efficiencies such as Wire instructions which are currently manual and entered in multiple places. The intent is to streamline the process so that wires are entered only once in FMS and when appropriate, FMS will bundle them and send them onto the appropriate bank for execution. Additionally, FMS needs to be apprised that wire instructions have been successfully received by the bank and when the wires have been executed. The CMI division also depends heavily on complex Excel spreadsheets and Macros. We need to automate the daily process of sending wire information from macro based spreadsheets to Treasury Ops for reconciliation in Frontier. Treasury has recently awarded a new Bank Custodian vendor and as such additional application changes will be required over the next several months. Funding (LGIP) is available, while not fully appropriated, for these enhancements.

For Treasury Debt Management, In a large part, the current IT investments continue to meet the current agency business needs. However, planning discussions should occur to determine if greater resources will be needed in the future to meet any potential opportunities related to bond system data managed by Debt and OPS, that could have operational benefits (reduction to duplication and improvement to data accuracy through the reduction of human error). Also, with the Financial Data Transparency Act (federal law), there may be greater burdens on the OPS division for Authority financials (and DOA and possibly OPS for the Commonwealth's financials as a whole), that could require future software acquisition, consultants, and greater staffing related to a potential XBRL requirement. Given the FDTA is new, the specific requirements and impacts are currently unknown, but planning needs to begin now for any potential impacts. No specific funding has been appropriated for this effort.

The Treasury Administrative services department is responsible for all procurements, contracts and invoice processing. While strides have been made to move away from paper processing, the existing Invoice receipt and payment processing is cumbersome and can result at times in our inability to meet the commonwealth Prompt Pay requirement. Treasury is seeking to either develop in house an enhanced invoicing system or purchase an off the shelf solution. Specific funding has not been allocated for this initiative.

The Division of Information Technology continues to meet the minimal business needs of the Agency, however, as noted in our Agency Business Strategic plan, there are still many opportunities for improvements. In alignment with our objective to enhance the management of agency documents throughout their lifecycle, Treasury utilizes a cumbersome document management system for the purpose of workflow automation versus manual routing of documents for review and approval. With Microsoft G5 licensing now being available to executive branch agencies, Treasury IT in conjunction with the business will need to pursue options to add automation and workflow management for our business areas using these new Microsoft Power Platform applications. Treasury still maintains several complex excel Macro's supporting critical business processes. Treasury IT will need to continue to support the migration away from Macro's to existing or new applications or automation. Treasury continues to maintain two legacy applications that support critical back-office functions. The CAD or Central Access Database application is an internally developed application to support Identity and Access Management. This system is several years old and requires inefficient manual supporting processes. The Agency is interested in pursuing possible enterprise offerings from VITA (Virginia Information Technologies Agency) in this space as Role and Identity Management is paramount to protecting commonwealth data. In addition, Treasury utilizes an internal Knowledge Base and Procedure Library

called "Workspaces". This tool as well was internally developed over 10 years ago using older technology. The current system has reached performance limits and lacks sufficient reporting and collaboration functionality. The Agency would like to pursue alternative options, possibly utilizing the Microsoft Power Platform in Microsoft Teams etc.. Lastly, Treasury does not currently subscribe to VITA's IT Disaster Recovery services. This increases the risk of not being able to recover our data and systems within defined Recovery Time Objectives (RTO) or Recovery Point Objectives (RPO) as noted in our Business Impact Assessments (BIA). Treasury has submitted Decision Packages for the budget appropriations; however, this is still pending as of this writing. If funding is received, the agency will pursue the migration to the Cloud with Disaster Recovery/High Availability included.

As noted in the Information Technology current state, The Treasury Human Resources division currently supports a complex, manual employee on-boarding and off-boarding process. With limited HR resources, increased employee competition in the market, shorter notices on hires and the need to process timely terminations, the Agency needs an on-boarding and off-boarding automation system to track tasks and status from Recruitment, Selection, On-Boarding and Termination. Specific funding has not been appropriated for this effort.

Factors Impacting the Current IT

In this section, the agency will describe the changes in their business environment that will require or mandate changes to the agency's current IT investments. These are requirements and mandates from external sources, such as other agencies or business partners, the agency's customer base, product and service providers, or new federal or state legislation or regulations. The agency must identify the business value of the change, any important deadlines that must be met, and the consequences if the deadlines are not met. In your discussion, be sure to note whether the proposed enhancements are funded or not. If the agencys existing current IT investments will not need enhancement due to requirements or mandates from external sources in the foreseeable future, the agency should enter the following text rather than leave the Factors Impacting the Current IT section blank

For each mandated change, summarize your agency's response from your Agency Strategic Plan, and is it the opinion of agency IT leadership that the IT portion of the response is adequately funded?

Do the mandated changes effect IT in other Commonwealth agencies, or in other states? If so, how?

There are several factors impacting Treasury during this planning cycle.

A) WebSite Modernization – While this may be accounted for at the VITA level, Treasury is working closely to meet the new WebSite modernization standards. We have successfully implemented the new banners and continue to improve our accessibility scores

B) Commonwealth SEC530 – Commonwealth Security has recently merged two standards – SEC501 and SEC525 in the new SEC530. Review was recently completed, and enforcement is expected in the Q1 of 2024. Treasury Security and IT staff are reviewing the impacts to existing sensitive systems.

C) Agency Relocation – While details and specific dates forthcoming, it is known that Agencies located in the James Monroe building will need to plan for relocation as the building is slated for demolition. While still not determined, this will definitely have an IT impact.

D) Financial Data Transparency Act - This new federal legislation will require documents posted to the MSRB's EMMA system to be tagged in an XBRL format. There are currently many questions regarding this legislation, as it is not clear as to whether this will be limited to annual financial statements and if it will apply to all issuers, or some segment such as state-level issuers. The specific implementation date is also not set, but it is expected to be around 2027. If a state was unprepared to meet the requirement, it could present challenges for the state to issue municipal bonds if is unable to meet the disclosure requirements.

E) GASB96 - GASB Statement No. 96 impacts how state and local governments report and disclose their use of subscription-based technology services. This standard became effective for reporting periods beginning after June 15, 2022. Treasury will have at least three major subscription-based technology services during this planning cycle. While more of an accounting impact, this is being noted as a possible IT and audit impact as well.

F) Trintech Acquisition of FISERV – Trintech, a global provider of cloud-based financial close and reconciliation solutions, has acquired the Frontier™ Reconciliation and Accurate™ Reconciliation solutions from Fiserv. Treasury will need to research the details and timing of any possible impacts. One foreseeable impact may relate to the possible transition from our on prem based software, FRONTIER, to a SaaS based model. This will require extensive re-work on the treasury side to modify customizations that have been implemented through the years.

G) Unclaimed Property Hotline – The Unclaimed Property Hotline has been temporarily shutdown (Voicemail only) due to the high number of calls as a result of the new public facing portal easing the process of claim submission. The solution is underway with VITA to allow telephony integration (IVR) for claimants, who can call, enter their claim number and receive status.

NA

Proposed IT Solutions

In this section, describe the high-level strategy the agency will use to initiate new IT investments over the next year to 5 years in support of the agency strategic objectives documented in your Agency Strategic Plan. The agency does not need to consider specific technologies at this time, however, the strategy should identify how the IT implementation will provide business value to the organization. This section should align with identified Business Requirements for New Technology (BRnTs). At minimum, please address the following questions in your description of your agency's strategy for initiating new IT investments:

What are the most important solutions, based on the priority assigned to the requirements by the business sponsors in your agency, and what is the approach to achieving these priority solutions?

If any new IT initiatives will be started in the upcoming budget biennium, is it the opinion of agency IT leadership that it is adequately funded?

Does the agency's current IT staff have the appropriate skill set needed to support future agency technologies? If not, what skill sets need to be acquired?

If the agency will be engaged in multiple new IT initiatives, how will agency IT staff and agency subject matter experts be used across the initiatives?

Proposed IT Solutions

A) New Risk Management Information System. This VITA major project continues forward in the detailed planning phase. This approved SaaS initiative replaces three legacy Risk Systems Project is slated to complete in April of 2024. This project is funded.

B) Bond Requisition System – Treasury continues the development of the Bond Requisition System as this aligns with our objective to modernize and adapt agency technology to better serve business needs. This will result in increased accuracy, elimination of paper requisitions, institutions will have instant access to requisition status, increased security, and overall improved management of the requisition process. We are targeting to have this development complete Q1 2024. These efforts are either funded in the current budget or recoverable. VITA Category 4.

C) Check Processing Outsourcing - This is not an IT Procurement, but due to the size adding for awareness. The Treasury will be submitting a competitive procurement during this planning cycle to outsource the check processing services of Treasury. This will be a DGS procurement.

D) State Banking Contract Consolidation - This is not an IT Procurement, but due to the size adding for awareness. Treasury will be submitting a competitive procurement that will facilitate the consolidation of over 10 banking RFP's into one. This will be a DGS procurement. Based on the dollar value, this will be considered a high risk procurement.

E) Funds Management System – The current Funds Management System (FMS), is an internally developed and supported application designed to support audit, reporting and accounting records for our banking and investment transactions. The CMI division needs several enhancements that will add automation and efficiencies such as Wire instructions which are currently manual and entered in multiple places. This effort is considered application maintenance activities and is fully funded.

F) Unclaimed Property IVR – Financially, this is a small financial effort (Less than 5K per year), Treasury foresees a significant positive impact to integrating a telephony interface with the existing Unclaimed Property KAPS SaaS solution. A demand/project is current in motion with VITA/Verizon. Once implemented, this will potentially enable Treasury to re-open the Unclaimed Property hotline which is currently receiving voicemail today.

G) Special Check Processing (Tax Rebate) – This year, in support of the Administration and Department of Taxation, Treasury will be performing a special check processing run in support of Tax Rebate check allotments. While Treasury has completed similar special check runs in the past, we are utilizing a modification to an existing banking contract to perform the service this year. This will result in IT support and coordination with Taxation as well as the Bank Vendor. It is expected the funding for this effort will be fully appropriated.

IT Strategic Plan Budget Tables

Agency:	152 Department of the Treasury
Date:	2/28/2024

Current IT Services

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Projected Service Fees	$419,134.96	$478,757.72	$431,709.01	$493,120.45
VITA Infrastructure Changes				
Estimated VITA Infrastructure	$419,134.96	$478,757.72	$431,709.01	$493,120.45
Specialized Infrastructure	$164,796.00	$29,082.00	$164,796.00	$29,082.00
Agency IT Staff	$147,634.06	$1,175,116.54	$147,634.06	$1,175,116.54
Non-agency IT Staff				
Cloud Computing Service				
Other Application Costs	$268,000.00	$720,000.00	$268,000.00	$720,000.00
Total:	$999,565.02	$2,402,956.26	$1,012,139.07	$2,417,318.99

Proposed IT Investments

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Major IT Projects:				
Non-Major IT Projects:		$162,550.00		$162,550.00
Agency-Level IT Projects:				
Major Stand Alone IT Procurements:				
Non-Major Stand Alone IT Procurements:				
Agency-Level Stand Alone IT Procurements:	$72,900.00	$89,100.00	$72,900.00	$89,100.00
Procurement Adjustment:				
Total:	$72,900.00	$251,650.00	$72,900.00	$251,650.00

Projected Total IT Budget

Category	Costs Year 1		Costs Year 2	
	GF	NGF	GF	NGF
Current IT Services	$999,565.02	$2,402,956.26	$1,012,139.07	$2,417,318.99
Proposed IT Investments	$72,900.00	$251,650.00	$72,900.00	$251,650.00
Total	$1,072,465.02	$2,654,606.26	$1,085,039.07	$2,668,968.99

Business Requirements For Technology

Agency:	152 Department of the Treasury
Date:	2/28/2024

152 TD BRet Cloud Readiness Assessment Qlik	
BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	Yes
Mission Critical:	Yes
Description:	

Governor Ralph Northam's "Executive Order 19: Cloud Service Utilization and Readiness" requires agencies to take specific actions starting this month and continuing through fall 2019.

The order requires VITA to adopt a model for evaluating and incorporating cloud services into the commonwealth's information technology (IT) strategy and services. VITA has:
Started the process of creating a cloud services model
Begun obtaining information about agency systems that can be migrated to a cloud environment
Provided an overview of the process at the recent agency information technology resources (AITR) meeting
Planned additional announcements to AITRs regarding remaining steps
Included cloud-related services and migration to the new data center in the recently awarded infrastructure contracts
Additionally, VITA and all systems must move from the Commonwealth Enterprise Solutions Center (CESC) in Chester by December of 2021. One related strategy is to reduce the number of physical servicers at CESC to prepare for the move. This means migration to the cloud must be completed by that time. It is imperative to start planning now.
Agencies' IT staff members have been asked to complete cloud assessments and should be using the results to identify resource requirements. VITA encourages agencies to evaluate their resources and discuss resource planning with the appropriate financial staff to ensure work can begin as required. Resource needs should be included requests in the upcoming budget cycle. enabled, VITA will
To identify which existing solutions can be migrated to the cloud and ensure all new IT solutions proposed be cloud- issue a hosting standard in the coming weeks. This standard will define terminology and identify requirements agencies must consider when implementing cloud-based IT solutions.
DMND0002513 is in Project implementation phase to create virtual servers to replace the current QLIK physical servers.

BReT - Check Processing Software Upgrade

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

The Check Processing system provides agencies the ability to print checks through a shared service. The system requires modernization (eD2 software), which will increase security and manageability, as well-improved disaster recovery integration, decreasing recovery time during a disaster event.

Some items are:

Cardinal Human Capital Management

Continued Check Standardization (2 agencies)

Streamline Check-Issued System process between Check Processing and OPS

BReT - Click and Claim System Enhancements

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	

Description:

To improve constituent service, the Unclaimed Property Division (UCP) should expand the functionality of the Click and Claim web application, which allows the rightful owners of unclaimed accounts to search and claim accounts reported to the Division. UCP needs to upgrade existing technology and functionality to provide for a mobile version of Click & Claim and Click & Report programs. UCP needs to enhance the functionality in the Click & Claim and Click & Report processes to allow claimants to upload completed electronically signed forms and supporting documentation, which will result in decreased processing time for claims. Integrate the system with an identity validation service - improving claim processing timeframes. Treasury is also in the process of reviewing a next generation unclaimed property management cloud-based third-party solution that is in use by 25 states for unclaimed property business process. This approach is in

keeping with Executive Order 19 and could provide many significant immediate functional enhancements and customer service benefits. Non-General funds are available for these enhancements.

BReT - Dashboard Reporting System

BRT Type:	Business Requirement for New Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	

Description:

The Dashboard Reporting System (Qlik) allows management to integrate, gather, present, and analyze internal and external data from disparate sources. The Data Dashboard aligns with Executive Directive #7, which requires agencies to leverage the use of shared data, "open" data, and analytics. Treasury intends to expand the usage and adoption of Qlik throughout the biennium. Treasury currently utilizes two physical servers due to the commercial off–the-shelf (COTS) software requirements. Communication with the vendor on whether the software can be virtualized will have to be discussed.

BReT - Frontier Bank Reconciliation Software Upgra

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

The Frontier bank reconciliation software needs to be upgraded to a newer release to resolve a current bug in the commercial off-the-shelf (COTS) software.

BReT - Funds Management System

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023

Mandate:	
Mission Critical:	

Description:

The Department of the Treasury will need to add additional features and enhancements to the Funds Management System, which improves integration with our customers and other departments with the agency. These enhancements will build on work that has already been completed over the last year. Some items are:

Banking

Banking Administration

Bank Services

Investments

Unit Certification (audit item)

Improve integration with OPS and Debt departments

Accounting integration (APS2)

There is currently no funding to support this effort.

BReT - High Speed Check Printer Replacement

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

The Virginia Department of Treasury has the delegated authority to perform all Check Processing for agencies within the commonwealth of Virginia. The printing services are mission critical services that have high availability and reliability requirements to insure check payments are issued within required timelines. Xerox (VA130405XERX) has informed Treasury, that the existing printers reach end of support on June 30, 2020. Due to the print volume and availability requirements,

Treasury has 2 high speed Xerox printers at the Headquarters location as well as attached in-line pressure sealers that fold and seal check post printing. Treasury does have a disaster recovery site in PA under a separate contract as a critical contingency. The business requirement for Treasury is to transition to new high speed production printers with pressure sealers by choosing one of the vendors on the VITA MPS Contracts (VA-191121-CSA,VA-191121-XERX, or VA-191121-RICO.

BReT - IT Infrastructure Sourcing Program

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

ITSP is already requiring an expenditure of resources in terms of time, personnel, and dollars, which is affecting current work efforts. This trend will continue through the process of transitioning away from services provided by Northrop Grumman. Resources that must be dedicated to this transition will not be available for other agency projects; there is a high likelihood that the agency will require current contract developers to remain in place through the transition to augment agency IT staff. There is currently no funding to support this effort.

BReT - PaperVision Upgrade and Expansion

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

As the agencies document management system that stretches across all department and is integrated in agency developed applications, it is vital to keep this commercial off-the-shelf (COTS) software updated. The agency also needs to update to a newer version because of new functionality and features. The agency needs to expand usage of the document management system to improve efficiencies, replace outdated workflows and decrease printed-paper.

BReT - Security for Public Deposits Act (SPDA)

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	Yes
Mission Critical:	

Description:

The on-line system is designed to automate the monthly reporting of public deposits. The system requires upgrades, such as, tracking quarterly bank balance approvals from external users, which enhance customer support and meet the current business needs of the agency. The improvements will also provide operational efficiencies for Treasury staff.There is currently no funding to support this effort.

BReT - Virginia Agency Property System Update

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	Yes
Mission Critical:	

Description:

In order to enhance security and comply with VITA security policy SEC 501 VAPS needs make specific access control enhancements. There is currently no funding to support this effort.

BReT -TRS Bond Investment Management Platform

BRT Type:	Business Requirement for Existing Technology
Requested Start:	10/1/2023
Mandate:	Yes
Mission Critical:	Yes

Description:

Treasury entered into a contract with BondLink for an initial term that is set to expire on September 30, 2023. The contract was awarded following a sole-source determination at the time. The current provider provides hosting of Treasury's investor websites. The services extend to assisting with providing connections with investors and potential investors in Virginia-related bonds. Treasury

manages the content on the sites and uploads publicly available documents to a specific layout created by the current vendor and utilized by all vendor clients. This allows for investors to have a one-stop website to visit for various financial and bond offering documents, or to even be pushed information once documents are posted, rather than for investors to have to visit multiple sites such as the Department of Accounts, Department of the Treasury, Secretary of Finance and the MSRB's EMMA system. Investors require information to make decisions on pricing levels both in the primary and secondary bond markets. If information is difficult to find and access, it is a hindrance to financial transparency and can have a negative impact on bond prices, i.e. interest rates that the Commonwealth pays to investors.
With financial data being closely monitored, it is essential to maintain an easy to access and known information delivery platform.

It has come to our understanding, that while not originally, there is at least one other vendor now in this investment space. Due to procurement law and equity among potential vendors, we are entering this new procurement, ideally for 3 year with 2 options or a flat 5 year term.

It was also determined originally, that this service utilizes all public data and has a data sensitivity classification of "low".

Furthermore, based on feedback with the original contract and in recent communication with VITA, this does not meet the criteria for ECOS and there are no eGOV vendors performing these services.

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BRnT - Bond Requisition Processing and Tracking

BRT Type:	Business Requirement for New Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	
Description:	

Operations Trust Accounting manages multiple complex bond programs which are currently being tracked manually using Microsoft Excel. Treasury is required to process requisitions daily using paper documents, copy these documents and enter the information into multiple spreadsheets. Partner agencies are required to use wet signatures on requisition forms and deliver them to Treasury. A new electronic system is required that allows the Treasury to more easily manage the bond requisitions and includes workflow, electronic document storage and electronic signatures. There is currently no funding to support this effort. This item will be considered for creation or procurement that will utilize a cloud environment per the Executive Order #19.

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BRnT - Bond Requistion Pocessing and Tracking

BRT Type:	Business Requirement for New Technology

Requested Start:	6/1/2023
Mandate:	
Mission Critical:	
Description:	

Operations Trust Accounting manages multiple complex bond programs which are currently being tracked manually using Microsoft Excel. Treasury is required to process requisitions daily using paper documents, copy these documents and enter the information into multiple spreadsheets. Partner agencies are required to use wet signatures on requisition forms and deliver them to Treasury. A new electronic system is required that allows the Treasury to more easily manage the bond requisitions and includes workflow, electronic document storage and electronic signatures. There is currently no funding to support this effort. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.Order #19.

BRnT - Electronic Signatures

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	
Description:	

Treasury has identified the need for electronic or digital signatures to support improvements in several divisions, systems and processes. Ideally, the agency will utilize an enterprise solution but individual departmental requirements must be managed and prioritized. There is currently no funding to support this effort. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.

BRnT - Human Resources Electronic Onboarding

BRT Type:	Business Requirement for New Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	
Description:	

Human Resources has identified the need for electronic onboarding of new employees. There is currently no funding to support this effort. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.

BRnT - Operations Bank Recon Stop Payment Process

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	

Description:

Operations, Bank Recon, has identified the need for a web interface to improve the integration with DOA Cardinal and banks. There is currently no funding to support this effort. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.

BRnT - Process Development Integration and Simplic

BRT Type:	Business Requirement for New Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	

Description:

The agency needs to improve and promote efficiencies in critical business processes through automation of these key processes.   Processes under review would include all operating divisions. Integrating these functions electronically will greatly enhance efficiencies, reduce the risk of error, and simplify the management information and reporting processes. It is critical that as part of this process, Risk Management, Operations, Debt, and Information Security Officer (ISO) processes and systems be reviewed to identify improvements and efficiencies.

BRnT - Virginia Agency Property System (VAPS) Inte

BRT Type:	Business Requirement for Existing Technology

Requested Start:	6/1/2023
Mandate:	
Mission Critical:	

Description:

(Risk Management's member, claims and billing system) (BRnT) – To enhance efficiencies in accounting and reporting and to provide for future upgrades, this stand-alone system should be migrated to Civitas and become a module of Civitas where all member data is stored and maintained. This integration improves the customer experience by modernizing the VAPS portal making it more compatible with modern web browsers. Operational efficiencies will be gained by centralizing member data, accounts and system administration. Perform complete and thorough business analysis of department operations to improve productivity and to better align with current and new business processes. There is currently no funding for this necessary upgrade. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.

BRnT - Virginia Auto Count and Car Care System (VA

BRT Type:	Business Requirement for New Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

(Risk Management's member, claims and billing system) To enhance efficiencies in accounting and reporting and to provide for future upgrades, this stand-alone system should be migrated to Civitas and become a module of Civitas where all member and billing data is stored and maintained. This integration improves the customer experience by modernizing the VACCS portal making it more compatible with modern web browsers. Operational efficiencies will be gained by centralizing member data, accounts and system administration. Perform complete and thorough business analysis of department operations to improve productivity and to better align with current and new business processes. There is currently no funding for this necessary upgrade. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.

BRnT -Information Technology Management Suite

BRT Type:	Business Requirement for New Technology
Requested	6/1/2023

Start:	
Mandate:	
Mission Critical:	
Description:	

An information technology management system that will assist in the overall management of Information Technology resources consisting of account management, equipment inventory, software inventory, reporting, project and change management modules. The new system would replace the existing standalone Centralized Access Database (CAD) account management system and Workspaces, the Information Systems project and documentation system. A new integrated system will bring operational efficiencies and improve security within the agency, decrease error rates with account management, and overall reduce ongoing operational costs. There is currently no funding for this necessary upgrade. This item will be considered for internal development or procurement that will utilize a cloud environment per the Executive Order #19.

Check Printing Services

BRT Type:	Business Requirement for Existing Technology
Requested Start:	1/1/2024
Mandate:	
Mission Critical:	Yes
Description:	

The Virginia Department of the Treasury (Treasury) wishes to outsource the process of printing checks and delivery of the checks to state agencies, universities, and qualified public bodies of the Commonwealth, and other individuals or businesses to which Virginia Treasury payments are issued by check. The selected qualified third-party firm (the Firm) will be responsible for the entire process starting with an electronic file provided by Virginia Treasury or participating public bodies containing required information to create the checks, print the checks, and deliver the checks according to mutually agreeable delivery instructions. Generally, checks will be delivered via United States postal mail, but Treasury may require the use of other delivery services as needed.

Debt Management System (Trust Databases)

BRT Type:	Business Requirement for Existing Technology
Requested Start:	1/1/2024
Mandate:	
Mission	Yes

Critical:	
Description:	

Treasury has a multitude of spreadsheets and workbooks to manage Commonwealth debt. While the data is maintained within SQL Server Services, the forms and reports are currently utilizing Access. To reduce risk of corruption and business process impacts, we will have a need to either migrate existing Access forms to .NET forms or develop a web-based system.
Trust Databases encompasses several of our critical systems, used across Trust and Agency Accounting. They include:

Debt database: contains all of the debt schedules that we use to manage debt. This includes billing entities who owe us, determining what we owe to bondholders, and compiling a massive amount of data that is provided to DOA annually for use in the ACFR (some data is also provided to some of the Higher Ed institutions). We also use data from the Debt database to compile information for the Authority financial statements that we prepare. We manually input header information and import the detailed schedules from Excel files provide by the financial advisors.

Literary database and LitTax database: These two databases are linked to each other for standard information (like locality names, addresses, etc.) and function the same way. There are two because of our need to track some loans separately from others. The databases are used to track outstanding loans and bill localities when payments are due. Data is also used in the ACFR and provided to APA annually for their use in auditing localities. We input header info based on directions received from DOE. Detail info is also entered manually to a degree; once we put in starting numbers the system is designed to calculate the payment schedules.

VCBA database is used to compile trial balance data from about 1,000 separate bank accounts that are housed at BNYM. The trial balances are necessary for us to complete both VCBA and VPBA financial statements. We download data from BNYM, massage it a bit to make it useable, and then upload it to the database.

Debt Management System Need	
BRT Type:	Business Requirement for New Technology
Requested Start:	3/1/2024
Mandate:	
Mission Critical:	Yes
Description:	

Debt maintains various debt activity tracking spreadsheets and debt service spreadsheet that duplicate efforts of the Operations division that also tracks debt service for a different set of business needs. Debt is leading an effort to pursue efficiencies of efforts through a technology solution that will hopefully eliminate duplication of efforts, while also enhancing accuracy through a simplified solution with controlled user access.

Enhancements to Treasury Funds Management System

BRT Type:	Business Requirement for Existing Technology
Requested Start:	7/1/2023
Mandate:	
Mission Critical:	

Description:

Treasury Cash Management an Investment team have several enhancement requests to the Funds Management System to add additional automation where applicable. In addition, Treasury has awarded a contract to a new bank custodian and as such application changes will be required to accommodate interfaces to the new vendor. The enhancements proposed will be incrementally implemented as resources (IT and Business) can accomodate.

New Bond Requisition Processing and Tracking Syste

BRT Type:	Business Requirement for New Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes

Description:

Treasury IT is currently developing a new Bond Requisition System to replace manual processing with spreadsheets. This development is utilizing existing staff and is expected to be completed in FY23. There is no additional funding allocated for this effort. No additional hardware, software or staffing is being procured to support this effort. Partner agencies are required to use wet signatures on requisition forms and deliver them to Treasury. A new electronic system is required that allows the Treasury to more easily manage the bond requisitions and includes workflow, electronic document store and electronic signatures. Current spend is under the required VITA oversight requirement, however, VITA and the Agency will monitor progress closely.

Qlik

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023

Mandate:	
Mission Critical:	
Description:	
Associated Project: CTP20783 - EO19_Qlik_Rehost	

Replacement of CAD and Workspaces

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	
Mission Critical:	Yes
Description:	

Commonwealth Security requires documented, auditable processes that facilitate the request, approval and provisioning or de-provisioning of user/account access to systems. The Treasury "CAD" system is several years old and has limitations to support broader identity and role based access requests. Treasury will need to review alternative replacement strategies such as utilizing future VITA offerings or the purchase of a COTS solution. In addition, the Treasury "Workspaces" application is a searchable repository of all project, task activity to include critical procedures and license information. Treasury is in need of a comprehensive workplace collaboration toolset that can be utilized to manage projects and efforts, while maintaining artifacts and communications.

Risk Management Information System Replacement

BRT Type:	Business Requirement for New Technology
Requested Start:	5/11/2023
Mandate:	
Mission Critical:	Yes
Description:	
Replace legacy Risk Management Systems.	

TD SD-WAN Upgrade

BRT Type:	Business Requirement for Existing Technology
Requested Start:	3/1/2023
Mandate:	Yes
Mission Critical:	Yes

Description:

Configure existing routers to support SD-WAN capability across all agency locations. This approach prepares agency location(s) with the ability to add additional network capabilities (multiprotocol label switching (MPLS), broadband, wireless (i.e., Cradlepoint)) to take advantage of application - aware routing over private and public networks.

Three step process:

Remote internetwork operating system (IOS) software upgrade on the router.

Remote SD-WAN deployment

Circuit deployment as needed

TD Website Modernization

BRT Type:	Business Requirement for New Technology
Requested Start:	6/18/2023
Mandate:	
Mission Critical:	Yes

Description:

The primary objective of the COV Website Modernization and the CMS Virginia.gov projects are to ensure all state sites are on a single common platform and are following required VITA, COV and 508 standards

TRS Audit Compliance Remediation

BRT Type:	Business Requirement for Existing Technology
Requested Start:	1/1/2024
Mandate:	

Mission Critical:	
Description:	

The Agency required 3-year IT Security Audit Plan is complete and has been submitted to CSRM ; we contracted with the audit firm SysAudits, Inc. to conduct our IT Security Audits over the next 3 years (2023 - 2025) in compliance with the VITA IT Security Audit Standard (SEC502); Per the IT Security Audit Plan, 6 audits have been completed for 2023 (CAD, FMS, Frontier, TAS, Workspaces, General Controls); 2 Audit Reports have been completed and submitted to CSRM; we need to complete the CAP (Corrective Action Plan) for the findings from these Audits using the VITA CAP Template and submit it to CSRM.

TRS Invoice Automation

BRT Type:	Business Requirement for New Technology
Requested Start:	1/1/2024
Mandate:	
Mission Critical:	Yes
Description:	

Treasury is in need of a new automation and workflow process that supports the receipt and approval of vendor invoices. This does not include at this time any integration into the State ERP System, Cardinal

TRS Risk Compliance Remediation

BRT Type:	Business Requirement for Existing Technology
Requested Start:	1/1/2024
Mandate:	
Mission Critical:	
Description:	

Treasury remediation regarding Risk Compliance.

• IT risk assessment plan
• Quarterly updates to their risk assessment findings
• Completion of required IT risk assessments
• Whether the ISO is certified and whether the ISO reports to the agency head
• The completion of the agency Business Impact Analysis

• The certification of agency applications
• The submission of quarterly IDS reports

BIA (Business Impact Analysis) - Treasury completed the annual review email to the Division Heads/System Owners; we plan to update the VITA BIA Template once the Division BIAs have been updated and submit it to CSRM. Scheduled to be completed Q1 2024

Risk Assessments – Treasury is currently reviewing the Risk Assessments for the Sensitive IT Systems listed in the Risk Assessment Plan that was submitted to CSRM in January, 2023 and converting them into the new Treasury Risk Report format that includes the results of the Risk Assessment process in a formal report for management; these will be completed and submitted to CSRM.

IT System Security Plans - Complete for all Treasury sensitive IT systems (except for BIAS - Broadridge); Treasury contracted with an external auditor, SysAudits who wrote an audit finding to enhance the descriptions of the security controls included in the IT System Security Plans both in place or planned (we will include this finding in the CAP).

Upgrades and Cloud Migration Stategy

BRT Type:	Business Requirement for Existing Technology
Requested Start:	6/1/2023
Mandate:	Yes
Mission Critical:	
Description:	

Treasury has 21 Windows based virtual servers. All are considered "private cloud" as they are hosted in the VITA data center. However, upgrades are required to comply with support and security requirements. During this cycle, we will be planning the upgrade from Server 2012 to Server 2019 and/or decide on a strategy to migrate to COVGOV cloud services with Azure. If we embark down this path, the VITA billing model will vary, as it is consumption based. No additional funding is allocated.

Commonwealth Projects >= $250,000.00

Agency:	152 Department of the Treasury
Date:	2/28/2024

Bond Requisition System Project	
Category 4	Project Initiation Approval

New BRS Development.
Treasury IT is currently developing a new Bond Requisition System to replace manual processing with spreadsheets. This development is utilizing existing staff and is expected to be completed in FY23. There is no additional funding allocated for this effort. No additional hardware, software or staffing is being procured to support this effort. Partner agencies are required to use wet signatures on requisition forms and deliver them to Treasury. A new electronic system is required that allows the Treasury to more easily manage the bond requisitions and includes workflow, electronic document store and electronic signatures. Current spend is under the required VITA oversight requirement, however, VITA and the Agency will monitor progress closely.

This application is hosted on VMs at QTS.

Project Start Date	8/1/2022	Project End Date	6/6/2023

Estimated Costs:	Total	General Fund	Non-General Fund
Project Cost	$250,000.00		
Estimated first year of biennium:	$0.00	$0.00	$0.00
Estimated second year of biennium:	$0.00	$0.00	$0.00

Project Related Procurements

There are no procurements for this project

TRS Risk Information System Project	
Category 2	Project Initiation Approval

VACCS, VAPS and CITIVAS are three separate systems developed in house nearly 20 years ago. Additionally, Treasury does not have the required resource staff to develop a new system at this time. Existing maintenance is very challenging. Replacement of those legacy systems by one integrated system will bring operational efficiencies by centralizing member data, accounts, and administration in one system. Migration to a unified SaaS solution from three legacy disparate systems will improve

system maintainability and accessibility. Both property repositories (VAPS,VACCS) are self-populated by agencies, and a new system would have annual compliance procedures built-in to the system. Workflow improvements, a systematic ability to require secondary approvals for large claims and a linkage between the claims and payments systems are all desired improvements. Finally, a new system would improve overall reporting and analytics and allow for a complete and thorough business analysis of department operations to improve productivity. This would significantly improve DRM's ability to produce quality and more timely reports for the actuary thus facilitating Treasury's ability to meet state budget deadlines. Treasury has selected a vendor and the contract is currently under review of OAG.

Treasury has conducted an RFP and will establish a contract with Origami Risk LLC. This has ECOS approval.

Project Start Date		5/1/2023	Project End Date		5/31/2023
Estimated Costs:	**Total**		**General Fund**	**Non-General Fund**	
Project Cost		$494,604.00			
Estimated first year of biennium:		$0.00	$0.00		$0.00
Estimated second year of biennium:		$0.00	$0.00		$0.00

Project Related Procurements

Procure Risk Management Information System

IBC - Debt Management System	
Category 2	Investment Business Case Approval

 Debt maintains various debt activity tracking spreadsheets and debt service spreadsheet that duplicate efforts of the Operations division that also tracks debt service for a different set of business needs. Debt is leading an effort to pursue efficiencies of efforts through a technology solution that will hopefully eliminate duplication of efforts, while also enhancing accuracy through a simplified solution with controlled user access. The Agency plans on issuing a competitive procurement (RFP) for a SaaS solution.

Project Start Date		3/1/2024	Project End Date		3/1/2026
Estimated Costs:	**Total**		**General Fund**	**Non-General Fund**	
Project Cost		$700,000.00			
Estimated first year of biennium:		$0.00	$0.00		$0.00
Estimated second year of biennium:		$0.00	$0.00		$0.00

Project Related Procurements

There are no procurements for this project

Commonwealth Procurements >= $250,000.00

Agency:	152 Department of the Treasury
Date:	2/28/2024

Stand Alone Procurements:

Procurement Name:	High Speed Check Printer Replacement Procurement
Procurement Date	6/22/2020
Procurement Description:	The Virginia Department of Treasury has the delegated authority to perform all Check Processing for agencies within the commonwealth of Virginia. The printing services are mission critical services that have high availability and reliability requirements to insure check payments are issued within required timelines. Xerox (VA130405XERX) has informed Treasury, that the existing printers reach end of support on June 30, 2020. Due to the print volume and availability requirements, Treasury has 2 high speed Xerox printers at the Headquarters location as well as attached in-line pressure sealers that fold and seal check post printing. Treasury does have a disaster recovery site in PA under a separate contract as a critical contingency. The business requirement for Treasury is to transition to new high speed production printers with pressure sealers by choosing one of the vendors on the VITA MPS Contracts (VA-191121-CSA,VA-191121-XERX, or VA-191121-RICO.

Procurement Name:	Procure Risk Management Information System
Procurement Date	6/30/2022
Procurement Description:	VACCS, VAPS and CITIVAS are three separate systems developed in house nearly 20 years ago. Additionally, Treasury does not have the required resource staff to develop a new system at this time. Existing maintenance is very challenging. Replacement of those legacy systems by one integrated system will bring operational efficiencies by centralizing member data, accounts, and administration in one system. Migration to a unified SaaS solution from three legacy disparate systems will improve system maintainability and accessibility. Both property repositories (VAPS,VACCS) are self-populated by agencies, and a new system would have annual compliance procedures built-in to the system. Workflow improvements, a systematic ability to require secondary approvals for large claims and a linkage between the claims and payments systems are all desired improvements. Finally, a new system would improve overall reporting and analytics and allow for a complete and thorough business analysis of department operations to improve productivity. This would significantly improve DRM's ability to produce quality and more

	timely reports for the actuary thus facilitating Treasury's ability to meet state budget deadlines. Treasury will be issuing a competitive procurement (RFP) for this solution.
Procurement Name:	Procurement - TRS Unclaimed Property SaaS Solution
Procurement Date	10/31/2022
Procurement Description:	**Update 6/16/21 - Due to a change in the RFP Procurement (Years) from 5 to 7, the PBA funding amounts are being updated.** The Division of Unclaimed Property has a performance measure that all valid claims must be processed within 60 days. Experience indicates that much shorter processing times leads to fewer complaints, emails and phone calls for status updates and prevents backlogs from forming. Not funding either needed enhancements or the purchase and implementation of a new system will result in increased processing times for claims, the inability to adequately monitor and enforce compliance by holders and the lack of user friendly and efficient processes to return money to citizens which is rightly construed as poor customer service delivery. As the UCP systems continue to age, the processing times will increase with antiquated processes and software. It is highly desirable to leverage technology to allow for complete electronic claim filing to increase efficiencies and to ease barriers to filing a claim. Desirable technology enhancements include accepting electronic signatures, enhanced fraud detection, secure evidence documentation upload capabilities, and comprehensive holder compliance tracking for audit and compliance activities to assist in the enforcement.