PART I: CAPITAL ASSET PLAN AND BUSINESS CASE (All Assets)

Date of this Submission   09/16/03
Agency   Department of the Interior
Bureau   Office of Wildland Fire Coordination
Location in the Budget   National Fire Plan- Accountability

Account Title   **Wildland Fire Management**

Account Identification Code   010-02-01-0411-0
Program Activity   National Fire Program
Name of Investment   National Fire Plan Operations and Reporting System (NFPORS)
Unique Project (Investment) 010-04-01-02-01-0411-00-203-076
Identifier: (IT only)(See
section 53)
Investment Initiation Date   February 1, 2002
Investment Planned Completion   March 31, 2004 (Start of full O&M)
Date
This Investment is: Initial Concept _____   Planning _____   Full Acquisition _____   Steady State __X__
                          Mixed Life Cycle ___

Investment/useful segment is funded: Incrementally ___   Fully _X_

Was this Investment approved by OMB for previous Year Budget Cycle?   Yes _X_   No ___

Did the Executive/Investment Review Committee approve funding for this Investment this year?   Yes _X_   No ___

Did the CFO review the cost goal? (Bureau CFO) **Initials:_____**   Yes _X_   No ___

Did the Procurement Executive review the acquisition strategy? (Bureau Procurement Executive) **Initials:_____**   Yes ___   No ___

Did the Investment Manager identified in Section 1.D. review this exhibit?   Yes _X_   No ___

Is this investment included in your agency's annual performance plan or multiple agency annual performance plans? (Bureau APP)   Yes _X_   No ___

Does this investment support homeland security?   Yes ___   No _X_

If this investment supports homeland security, indicate by corresponding number which homeland security mission area(s) this investment supports?
1 – Intelligence and Warning;
2 – Border and Transportation Security;
3 – Defending Against Catastrophic Threats;
4 – Protecting Critical Infrastructure and Key Assets;
5 – Emergency Preparedness and Response; or
6 – Other.

Is this investment information technology? (See Section 53 for definition)   Yes _X_   No ___

For information technology investments only:

     Is this (investment) a Financial Management System?
     (see section 53.2 for definition)   Yes ___   No _X_

      If so, does this (investment) address a FFMIA compliance area?   Yes ___   No ___

      If yes, which compliance area?

b. Does this investment implement electronic transactions or record keeping that is covered by the Government Paperwork Elimination Act (GPEA)? (Coordinate with Bureau Records Officer)   Yes <u>X</u>   No ___

Bureau Records Officer: _____

      If so, is it included in your GPEA plan (and does not yet provide an electronic option)?   Yes <u>X</u>   No ___

      Does the investment already provide an electronic option?   Yes ___   No <u>X</u>

c. If the investment administers information in identifiable form about members of the public, was a privacy impact assessment submitted via PIA@omb.eop.gov with a unique project (investment) identifier?   Yes <u>X</u>   No ___

Bureau Privacy/IT Officer: _____

d. Was this investment reviewed as part of the FY 2003 Federal Information Security Management Act review process?   Yes ___   No <u>X</u>

Bureau IT Security Officer: _____

d.1 If yes, were any weaknesses found?   Yes ___   No ___

d.2. Have the weaknesses been incorporated into the agency's corrective action plans?   Yes ___   No ___

e. Has this investment been identified as a national critical operation or asset by a Project Matrix review or other agency determination?   Yes ___   No <u>X</u>

e.1 If no, is this an agency mission critical or essential service, system, operation, or asset (such as those documented in the agency's COOP Plan), other than those identified above as national critical infrastructures?   Yes ___   No <u>X</u>

f. Was this investment included in a Performance Assessment Rating Tool (PART) Review?   Yes ___   No <u>X</u>

f.1. Does this investment address a weakness found during the PART Review?   Yes ___   No ___

	PY-1 and Earlier	PY 2003	CY 2004	BY 2005	BY+1 2006	BY+2 2007	BY+3 2008	BY+4& Beyond	Total
SUMMARY OF SPENDING FOR INVESTMENT STAGES (In Millions) (Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)									
Planning:									
Budgetary Resources	0.2	0.2	0.05	0.0	0.0	0.0	0.0	0.0	0.45
Outlays	0.2	0.2	0.05	0.0	0.0	0.0	0.0	0.0	0.45
Acquisition:									
Budgetary Resources	1.5	1.0	0.55	0.0	0.0	0.0	0.0	0.0	2.65
Outlays	1.5	1.0	0.55	0.0	0.0	0.0	0.0	0.0	2.65
Total, sum of stages:									
Budgetary Resources	1.7	1.2	0.6	0.0	0.0	0.0	0.0	0.0	3.5
Outlays	1.7	1.2	0.6	0.0	0.0	0.0	0.0	0.0	3.5
Maintenance:									
Budgetary Resources	0.0	0.3	0.6	0.7	0.5	0.5	0.5	0.5	3.6
Outlays	0.0	0.3	0.6	0.7	0.5	0.5	0.5	0.5	3.6
Total, All Stages:									
Budgetary Resources	1.7	1.5	1.2	0.7	0.5	0.5	0.5	0.5	7.1
Outlays	1.7	1.5	1.2	0.7	0.5	0.5	0.5	0.5	7.1
Government FTE Costs:	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	1.6
Total Investment	1.9	1.7	1.4	0.9	0.7	0.7	0.7	0.7	8.7

Note: Government FTE Costs shall include government personnel considered direct and indirect labor in support of this investment. This includes the investment management IPT and any other government effort (e.g., programming effort for the part of the overall investment, development effort) that contributes to the success of the investment. The costs include the salaries plus the fringe benefit rate of 32.8%. Agencies should reflect estimates of the costs of internal FTE supporting an IT investment, and should at a minimum include FTE estimates of anyone spending more than 50% of their time supporting this investment. Persons working on more than one investment, whose contributions over all investments would exceed 50% of their overall time, should have their specific time allocated to each investment.

I. A.   Investment Description

1. Provide a brief description of this investment and its status through your capital planning and investment control (CPIC) or capital programming "control" review for the current cycle.

In the aftermath of the disastrous wildfire season of 2000, the Clinton Administration tasked the US Department of Interior and US Forest Service with responsibility to prepare a report that offered recommendations for how best to prevent future catastrophic wildfires. The outcome of the Agencies' work was a report, known as the National Fire Plan, which identified a cohesive strategy for responding to the severe fires, reducing the impacts of these wildland fires on rural communities, and ensuring future firefighting resources.

The National Fire Plan identified accountability – with respect to oversight, coordination, program development, and monitoring of work – as critical components for successful implementation of the Plan's mandates. While each

Agency had some processes in place to meet these accountability requirements, the Agencies did not, as a whole, have an overarching system capable of providing sufficient analysis and reporting functionality.

To address these shortcomings, each Agency, first Forest Service, then DOI, teamed with a contractor to develop systems capable of meeting basic analysis and reporting needs identified in the National Fire Plan. These projects resulted in the development of several systems designed to meet the needs of each Agency:

Forest Service

- **NFPInfo:** Based on the FASTRACS system developed in Region 6, the Forest Service NFPInfo system focuses on collection of data for burned area rehabilitation, hazardous fuels reduction, and community assistance. Data are collected at a detailed level, with an emphasis on reporting planned versus actual accomplishments for projects and their associated activities.

- **NFP Data Mart:** Integrates financial data from the Foundation Financial Information System (FFIS) with data collected in NFPInfo. Brio is then used to perform reporting and analysis functions.

Department of Interior

An inter-bureau team of technical experts was commissioned by the DOI Office of the Secretary, Office of Wildland Fire Coordination to (1) study existing bureau systems and identify sources of data for the National Fire Plan (NFP) reporting system, (2) to research existing technical approaches, and (3) to recommend a technical approach for developing a departmental NFP information system.   The technical team recommended, and the bureau directors [Bureau of Indian Affairs (BIA), Bureau of Land Management (BLM), Fish and Wildlife Service (FWS), and National Park Service (NPS)] agreed that a departmental NFP information system modeled after the Department of Agriculture Forest Service NFP reporting system was the best technical approach.

- **NFPInfo:** DOI's version of NFPInfo, in contrast to the Forest Service system, focuses on capturing only high-level information associated with workload measures. In this sense, the tool automates existing "data call" processes, rather than allowing field users to track detailed project and activity information.

- **Integrated Fire Occurrence Reporting Database:** Fire occurrence data from SACS and BLM Fire Reporting (1202) were integrated into a single database structure to address fire occurrence-related workload measures.

- **Integrated FFS Reporting Database:** Financial data relating to the National Fire Plan were extracted from the respective DOI FFS systems and integrated into a single database structure.

Given the close partnership between DOI and USFS in executing the mandates of the National Fire Plan, the Agencies decided to collaborate on development of a single integrated system. This system would leverage lessons learned from each of the previous development efforts – in essence "leap-frogging" past work to provide a system which augmented overall functionality while incorporating the best features of the existing tool set.

To carry out this effort, the Offices of Wildland Fire Coordination in the USFS and DOI have signed a Memorandum of Understanding (MOU). This MOU serves as the basis for the joint development of an interdepartmental National Fire Plan Operations and Reporting System (NFPORS).

The scope of NFPORS system is to provide a common, interdepartmental, electronic information system. Development of the system will include tools that field offices use to plan, execute, and monitor hazardous fuels reduction and burned area rehabilitation projects. Development of such as system will facilitate the Government's accountability for NFP activities planned and accomplished and for the funding of those activities.

NFPORS combines high level NFP information and allows production of a single report for all five federal fire agencies. Information is consistent and reliable so that there is no significant need use data qualifiers or disclaimers for individual bureaus or agencies.

In addition to generating the congressional reports, the NFPORS will provide managers with the ability to answer discrete NFP questions at national, bureau, regional, state, and field offices. Readily available information will allow managers to respond to both strategic (GPRA) and day-to-day questions and issues. The ability to relate financial and program data will enable implementation of sound activity-based costing and other performance measurements.

SmokeTracs Integration

This section describes a baseline change that is being incorporated in FY04.

In BLM WA-OR and FS R6, the use of FASTRACS, a legacy system for HFR data entry, has been continued even since the implementation of NFPORS. This was primarily due to stringent air pollution requirements in the Northwest states and the capabilities in FASTRACS to meet those requirements. In the course of FY03, it became obvious that maintaining this legacy system was problematic in light of the universal dependence on NFPORS for data reporting in the two Departments. In July, project managers for the two systems met and outlined a plan to reduce the scope of FASTRACS so that it continued to provide its necessary function for smoke management and at the same time becomes fully integrated to NFPORS. The re-scoped FASTRACS system is now being called "SMOKETRACS."

SMOKETRACS is being designed to be universally adaptable for any NFPORS user in any part of the country. When smoke management requirements in another state can be met using SMOKETRACS, then NFPORS will easily accommodate the inclusion of the smoke management module that SMOKRTRACS provides.

From the NFPORS perspective the cost to make this change is small. Replication of the database and the provision of an externally accessible database is all that is required. The server that will be used for this purpose will be utilized for other essential NFPORS web services.

2D Spatial Data

This section describes a baseline change that is being incorporated in FY04.

NFPORS uses a single pair of geographic coordinates to locate all projects and treatments.   While these "centroids" are useful for portraying locations at regional and national scales, they are of little value for larger scale presentations. More importantly, field users and research scientists find little use for treatment centroids when planning, executing, or examining treatments on the ground.

There are three fundamental spatial characteristics that NFPORS needs to report (footprint acres, condition class, and treatment location) but with the "centroid-only" limitation, NFPORS currently has no real spatial data management capability. The system must overcome this weakness through the adoption of somewhat complex business rules and procedures.

This baseline change would require the collection and management of perimeter data for all hazardous fuels reduction and burned area rehabilitation treatments. This change is the *single most significant improvement* that could be made to NFPORS and would make it possible to fully exploit the wealth of NFPORS tabular data in land management research and results analysis.

The costs for implementing this change are relatively small. The required spatial data management software was available at no cost and will be operating on a new server. The development is being done jointly between the

contractor and under an already establish reimbursable agreement with USGS. USGS provides web-based mapping services to NFPORS.

One of the major concerns with this change is the added cost to NFPORS users because of the additional workload required on their part to digitize or upload spatial data.

The business leaders are currently reviewing this proposal and will make a decision by the end of the year.

CPIC Status

NFPORS is being developed under a memorandum of understanding between the DOI and the USDA- Forest Service. Since February 2002, the project has been monitored by the BLM/ITIB. The work was approved in June 2002 at their quarterly meeting. Quarterly reports have been submitted since that time to report the status NFPORS scope, schedule, and budget.

In September 2002, the DOI/CIO submitted the OMB 300 to the Office of Management and Budget. The investment received a score of 45. Several subsequent submissions of the Exhibit have been submitted continuing through to this date. The DOI Management Investment Board gave NFPORS a score of 38 in June 2003.

2.   What assumptions are made about this investment and why?

Because this development has support at the highest management levels in two federal Departments, it is assumed that NFPORS will become the standard tool for obtaining and reporting information about the plans and accomplishments of a major federal initiative. The database will contain a panorama of information that is easily accessible by any authorized user at any level in five agencies.

3.   Provide any other supporting information derived from research, interviews, and other documentation.

DRAFT Project Charter is available upon request.

I.B.   Justification (All Assets)

In order for IT investments to successfully address support of the President's Management Agenda and justification of the investment, the investment should be collaborative and include industry, multiple agencies, state, local, or tribal governments, use e-business technologies and be governed by citizen needs.   If the investment is a steady state investment, then an E-Gov strategy review should be underway and include all of the necessary elements (www.whitehouse.gov/omb/egov/2003egov_strat.pdf). If appropriate, this investment is fully aligned with one or more of the President's E-Gov initiatives.

1.   How does this investment support your agency's mission and strategic goals and objectives?

As evidenced in their respective strategic plans, the U.S. Department of the Interior (DOI) and U.S. Department of Agriculture Forest Service (FS) are committed to managing wildland fire as part of their mission to shape and maintain healthy ecosystems. To increase DOI and FS capabilities to conduct fire management activities on our nation's lands, Congress provided both Departments with additional funding in 2001, and required that each Department implement action and financial plans to ensure accountability for the funds appropriated. In response, FS and DOI prepared the National Fire Plan (NFP), which described the proposed work to be accomplished, and offered proposals for allocating and spending the appropriated funds.

Accountability (for monies spent and results achieved) is expected and is closely monitored, from within and outside the Departments. The first NFP Accomplishments report was delivered to Congress in December 2001, but each Department, using their respective data collection and tracking processes, compiled their part of the report separately. The final report was manually assembled and presented to Congress.

To successfully track and report accomplished work and allocation of funds requires that each Department collect and compile information from all federal wildland fire management bureaus in the DOI [i.e., Bureau of Indian Affairs (BIA), Bureau of Land Management (BLM), Fish and Wildlife Service (FWS), and National Park Service (NFPS)]; and the Department of Agriculture Forest Service (FS). The most effective and efficient method of compiling this information is to collect it in a common electronic information system.

Currently, no interagency or interdepartmental tracking systems are in place to meet the Departments' mission. Agencies have responded to project management accountability requirements in different ways: many have forced accountability reporting onto pre-existing administration tools; others have simply failed to develop adequate tools. Ultimately, there is still no method for most field managers to consistently and rapidly respond to status requests from any level in the organization.

2.   How does it support the strategic goals from the President's Management Agenda?

The current environment is representative of project deficiencies identified in the **President's Management Agenda** (PMA). In his government-wide **Budget and Performance Integration initiative, the PMA** specifically cites that:[1]

- "Managers responsible for producing public services often do not have control over the resources they use or flexibility to use them efficiently; authority is not aligned with accountability.

- Managers do not have timely and complete information with which to monitor and improve their results. Information is collected and filed away for use 'somewhere else.'"

NFPORS will directly address these issues by providing managers with the information they need to effectively assess and manage their programs by providing a common, interdepartmental, electronic information system. Development of the system will include tools for field offices to plan, execute, and monitor hazardous fuels reduction and burned area rehabilitation projects. Development of such a system will facilitate the Government's accountability for NFP activities planned and accomplished and for the funding of those activities.

Additionally, the PMA states, "Over time, agencies will be expected to identify high quality outcome measures, accurately monitor the performance of programs, and begin integrating this presentation with associated cost".[2]

In order to establish and track program performance, it is essential to have adequate reporting tools in place. This need is even more critical when the program spans multiple Agencies, and even multiple Departments, as is the case with Federal wildland fire management. NFPORS will provide the tools necessary for program tracking and accountability and the system benefits line up with the PMA's expected results of:[3]

- "Better performance, based on an assessment of the expected outcomes relative to what is actually being achieved, including results expected from the President's electronic government initiative.

- Better control over resources used and accountability for results by program managers. This is consistent with the President's strategic management of the human capital initiative, which increases staff and responsibility at the "front line" of service delivery and links rewards to performance.

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[1] The President's Management Agenda (Executive Office of the President, Office of Management and Budget, Fiscal Year 2002), p. 28.

[2] Ibid., p. 29.

[3] Ibid., p. 30.

•   Standard, integrated budgeting, performance, and accounting information systems at the program level that would provide timely feedback for management and could be uploaded and consolidated at the agency and government levels. This would facilitate the goals of the President's initiative to improve financial performance.

•   Eventual integration of existing segregated and burdensome paperwork requirements for measuring the government's performance and competitive practices with budget reporting."

As a cross-agency investment, NFPORS will greatly facilitate the coordination and accountability across the wildland fire management bureaus. NFPORS will provide managers with the ability to relate financial data with fire management activities. This integrated information will allow managers to respond to both strategic (GPRA) and day-to-day questions and management issues. The ability to relate financial and program data will enable implementation of sound activity-based costing and other performance measurement.

3.   Are there any alternative sources in the public or private sectors that could perform this function?

The DOI began an investigation of existing systems (sometimes referred to as "legacy" systems) to evaluate their usefulness and potential for creating an integration process that would bring information together in a "datamart" style system. More than 12 systems were evaluated, but the investigation proved that integration was not a viable solution. The differences in content, format, definitions, development status, and business practices were so significant that no practical integration potential existed for three of the four NFP keypoints.

4.   If so, explain why your agency did not select one of these alternatives.

As part of the alternatives analysis performed for this project, an evaluation was conducted to determine whether outsourcing of wildland fire management activities to a public or private entity was a feasible option. This option was eliminated because wildfire management, for the purposes of shaping and maintaining healthy ecosystems, is an inherently governmental function, and is driven by Congressional mandates.

The wildland fire management and reporting function is documented in the wildland fire management bureaus' mission statements. Additionally, wildfire management is based at the local level, as described in the 10-Year Comprehensive Strategy titled "A Collaborative Approach for Reducing Wildland Fire Risks to Communities and the Environment." Specifically, the strategy states:[4]

> "…key decisions in setting restoration and fire and fuel management project priorities should be made at the local level. Consequently, there should be an ongoing process whereby the stakeholders exchange information necessary to make fully informed decisions. As part of the implementation plan to be developed for the strategy, an information system will be designed to facilitate information gathering and exchange."

Furthermore, the decentralized nature of fire management makes it unsuitable for consolidated accountability and outsourcing.

In addition to outsourcing, an assessment of the commercial-off-the-shelf (COTS) market was performed to determine whether any products existed that could meet the accountability requirements of the Departments. However, because the National Fire Plan is such a recent occurrence, launched in August 2000, it was found that no COTS products existed to satisfy the requirements of wildland fire management activities.

In absence of an integrated COTS product in the marketplace, DOI and FS have embarked on a custom-built product solution based on COTS components, where specific functionality exists. A number of steps have been taken to

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[4] A Collaborative Approach for Reducing Wildland Fire Risks to Communities and the Environment: 10-Year Comprehensive Strategy (August 2001), p. 2.

minimize the risk and cost associated with building a new system. Namely, the FASTRACS system developed in the Pacific Northwest was leveraged for the National Fire Plan Information System. Additionally, system development was outsourced to the private sector.

5.   Who are the customers for this investment?

The following table identifies customers for the NFPORS system. Customers are defined as those who will interact directly with the system or receive outputs from the system.

Customers	Interaction
Internal	**Internal customers are those personnel from within DOI and FS that will use the NFPORS system.**
Field-level managers	Field-level managers will use NFPORS to provide and track accomplishments for the National Fire Plan in the areas of burned area rehabilitation, hazardous fuels reduction, and community assistance. They will also use NFPORS' tactical reporting functionality in order to measure their performance against planned accomplishments.
Regional/State level managers	Regional/State level managers will use NFPORS to monitor accomplishments for the National Fire Plan. Initially, these users will also be responsible for data input to the system. Regional and State-level users will have access to both tactical and strategic reporting tools to assist them in measuring their respective Region/State's performance.
Department/Bureau-level managers	Department/Bureau-level managers will use NFPORS to monitor accomplishments for the National Fire Plan and use this information to report to Congress and other stakeholders.
External	**External customers are those who will receive output from NFPORS system and are not part of DOI or USFS.**
Congress	Congress will receive accomplishment reports based on data generated from the NFPORS system.
State and Local Users	State and local users will receive information from NFPORS relevant to their location. Future versions of the NFPORS tool may include State and Local personnel as users of the system; allowing them to track and report on accomplishments.

6.   Who are the stakeholders of this investment?

The following table identifies stakeholders for the NFPORS system. Stakeholders are defined as those who have an interest in the decisions and actions surrounding development of NFPORS, either as individuals or representatives of a group. This includes people who influence a decision, or can influence decisions, as well as those affected by the project.

Stakeholders	Interaction
Internal	**Those personnel internal to DOI and USFS who have an interest in decisions and actions surrounding development of NFPORS.**
Field-level managers	Field-level managers will be the primary users of the NFPORS system.
Regional/State level managers	Regional-level managers will use NFPORS extensively for monitoring progress in implementation of the National Fire Plan within their respective Region/State.
Department/Bureau-level managers	Department/Bureau-level managers will rely on NFPORS for providing accountability information for burned area rehabilitation, hazardous fuels reduction, and community assistance key point areas.
Fire Subject Matter Experts	Fire subject matter experts (SMEs) will identify the business processes and delineate requirements for the NFPORS system.
DOI CIO's Office	The CIO's Office will be responsible for project oversight for NFPORS.

Stakeholders	Interaction
NWCG IRM Working Team	The NWCG IRM Working Team will review NFPORS deliverables and provide support by identifying project lifecycle implementation guidelines.
Technical Project Team	The technical project team will lead all systems development lifecycle activities (e.g., design, development, and implementation) associated with the NFPORS project.
Implementation Team	The implementation team will consist of representatives from each of the wildland fire Agencies' Regional/State offices. The implementation team will be responsible for data input and providing training to other NFPORS users.
External	**Those external to the DOI and USFS that may be affected by decisions and actions surrounding development of NFPORS.**
Congress	Congress maintains oversight of accountability for the National Fire Plan.
Western Governors Association	The Western Governors Association works extensively with DOI and Forest Service in addressing wildland fire management.
Non Governmental Organizations	Non Governmental Organizations (NGOs), such as the Nature Conservancy and Sierra Club, are interested in the impacts of the implementation of the National Fire Plan.
State Users	State users, who may be asked to provide data for National Fire Plan accountability, have interest in how implementation of the National Fire Plan impacts their wildland fire programs.

7.   If this is a multi-agency initiative, identify the agencies and organizations affected by this initiative.

NFPORS is a multi-agency initiative that includes the U.S. Department of Interior (DOI) and U.S. Department of Agriculture Forest Service (FS). The wildland fire management bureaus in DOI are the Bureau of Indian Affairs (BIA), Bureau of Land Management (BLM), National Park Service (NPS), and Fish and Wildlife Service (FWS). These four bureaus, along with the Forest Service, constitute the five federal wildland fire management divisions. These bureaus are committed to shaping and maintaining healthy ecosystems through burned area rehabilitation, hazardous fuels reduction, community assistance, and research, as well as fire suppression. The Project Manager is from the Department of the Interior.

7a.   If this is a multi-agency initiative, discuss the partnering strategies you are implementing with the participating agencies and organizations.

The Project Manager is in the Department of the Interior and the Assistant Project Manager is from the Forest Service. Each of five bureaus participates on the Users Group. Each participates in the Configuration Management Control Board. The Business Leaders from the two departments actively monitor project progress and status. Employee training is available and is conducted without regard to agency affiliation.

8.   How will this investment reduce costs or improve efficiencies?

The time spent responding to data calls will decrease dramatically under the new environment. It is estimated that the DOI wildland fire management bureaus currently respond to an average of 60 data calls per year and Forest Service responds to an average of 20 data calls per year. With the implementation of NFPORS, the number of manual data calls to the field units is expected to decrease to approximately 20 (for DOI and FS combined). It is also estimated that the time responding to data calls will decrease from 3 hours to 1 hour per data call. These estimates are at the unit level, and additional savings have been estimated at the region, bureau, and department levels. All told, the timesaving associated with NFPORS are estimated to total $7.5 million per year in labor efficiencies.

In addition to the labor efficiencies responding to data calls, there will also be a reduction in cycle time from this investment. Instead of having to wait for the manual data call to be collected and compiled, information will be available much faster. The current turnaround hours per data call at the field unit level is estimated to be an average of 20 hours. Under the new environment, this turnaround time is estimated to be an average of 3 hours, which is an

85% reduction in turnaround time. Additionally, reduction in turnaround time is estimated to be 77% (reduction) at the region level and 58% (reduction) at the bureau level.

Cost/Efficiency Measure	Current Environment	NFPORS Investment Impact
Reduction in Manual Processes	Comprised of multiple systems (manual, partially automated, etc.) to collect data	NFPORS will eliminate the current practice of manually assembling Bureau, Agency, and the joint Agency NFP Accomplishments reports to Congress.
Increased Data Availability and Access	Data management is decentralized in a variety of systems that include paper-based, excel spreadsheet, and database management systems.	By standardizing and automating an electronic information system, access to data at all levels (ranging from detailed field data to joint Agency data) will be readily available.
Reduction in Data Entry	Data is entered in a variety of formats depending on the maturity of the system (paper, excel spreadsheets, etc.). This data must be reentered in order to produce consolidated reports.	Data for hazardous fuels, burned area rehabilitation, and community assistance will be entered using a consistent format. This will reduce the amount of time spent by field-level users reentering spreadsheet data in order to produce consolidated reports.
Reduce Time Spent Responding to Data Calls (Processing Time and Cycle Time)	Data requests are made to field offices many times per year. The current practice is for this data to be collected through phone calls down the "chain of command" (e.g., regional offices call district offices).	By capturing information in an automated reporting tool, data call effort will be significantly reduced and data will be immediately available to those who need it.
Standardize Work Done by Multiple Agencies	The wildland fire Agencies and bureaus currently operate in a stovepipe environment and cannot easily share data or report on program performance.	A major component of implementing an electronic information system will be to standardize applicable work processes among all the wildland fire management bureaus. It is only by standardizing data collection that the system will be able to immediately provide accurate reports.
Increased Data Quality	Currently data quality varies depending on the source.	By collecting data in a common system, data quality will increase, particularly with regards to joint Agency-level data.
Improved Decision-making and Accountability	Decision-making and accountability is currently hindered by the limited ability to collect and report summary-level data.	NFPORS will improve decision-making and increase accountability through accurate and accessible summary-level data.

9.   List all other assets that interface with this asset. Have these assets been reengineered as part of this investment?

Other Asset	Reengineered?
BLM 1202 Fire Reports	No
BLM – Federal Acquisition Regulation System (FARS)	No
BLM – Management Information System (MIS)	No
BLM/FS- Fuel Analysis, Smoke Tracking, and Report Access Computer System (FASTRACS)	Yes
NPS – Property Management Information System (PMIS)	No
NPS – Fire Program Budget Analysis System (FirePro)	No
Federal Assistance Award Data System (FAADS)	No
FWS – Fire Management Information System (FMIS)	No
Shared Application Computer System (SACS)	No
Interior Procurement Data Systems (IPDS)	Yes
Federal Financial System (FFS)	No

I.C.   Performance Goals and Measures (All Assets)

In order to successfully address this area of the business case, performance goals must be provided for the agency, linked to the annual performance plan, and the investment must discuss the agency mission and strategic goals, and performance measures are provided. These goals need to map to the gap in the Agency's strategic goals and objectives that this investment is designed to fill. They are the internal and external performance benefits this investment is expected to deliver to the agency (e.g., improve efficiency by 60%, increase citizen participation by 300% a year to achieve an overall citizen participation rate of 75% by FY 2XXX, etc.). The goals must be clearly measurable investment outcomes, and if applicable, investment outputs. They do not include the completion date of the module or investment, or general goals, such as, significant, better, or improved that do not have a quantitative or qualitative measure.

Agencies must use Table 1 below for reporting performance goals and measures for existing investments that were initiated prior to FY 2005. The table can be extended to include measures for years beyond FY 2004.

On January 29, 2003 the Assistant Secretary for Policy, Management, and Budget of the US Department of the Interior and the Undersecretary for Natural Resources and Environment for the US Department of Agriculture signed the "Federal Wildland Fire Management FY03/FY04 Measures of Performance for the 10-Year Comprehensive Strategy Implementation Plan." The program outcomes and measurement standards identified in that document are integrated into the Government Performance and Results Act strategic planning effort and the FY04 budget justification. The data standards and definitions used to measure wildland fire management performance are based on National Wildland Fire Coordination Group data standards and hazardous fuels reduction definitions that have been jointly adopted by the USDA Forest Service and the Department of the Interior.

The Plan specifically identifies the National Fire Plan Operations and Reporting System (NFPORS) as the most important vehicle for reporting the identified FY04 performance measures.

The table below includes specific performance measures that are collected and reported for the five federal agencies and bureaus that have federal wildland fire management interest. These items are marked "10-year Plan.")

Key outcome measures of the Strategic Plan are so indicated.

I.C. Performance Goals and Measures (All Assets) - Table 1							
Fiscal Year	Strategic Goal(s) Supported	Existing Baseline	Planned Performance Improvement Goal	Actual Performance Improvement Results	Planned Performance Metric	Actual Performance Metric Results		
2003	DOI Strategic Goal: Resource Protection (PIO.1.1.) Restore and maintain proper function to watersheds and landscapes NFPORS provides an efficient, unified, and complete means of tracking Hazardous Fuels Reduction Program characteristics. (10-year plan)	Prior to the implementation of NFPORS, there was no consistent means of reporting Hazardous Fuels Reduction plans or accomplishments.	NFPORS will: - Minimize redundant data creationReduce unnecessary data integration for annual reports of accomplishments - Reduce the amount of time that is spent obtaining program metrics Improve the efficiency of the entire business process	NFPORS is the system of record and is used by more than 800 DOI employees and 600 Forest Service employees across the nation. Information is readily available and the system is easy to access and use. NFPORS is a critical source of information for meeting Immediate Outcome Measures PIM.1.1.04-1.1.07	The inter-department wide metric is to reduce the combined man hours for reporting plans and accomplishments by 80-percent or more and to provide accurate reports within minutes rather than within days or weeks	NFPORS provides the following inputs to the Departments: - number of acres treated - their Fire Regime - their Condition Class - their change in Condition Class as a result of treatment - their Wildland Urban Interface Status - the treatment method(s) that were employed - the number of acres with by-products utilized - all significant dates and milestones that are associated with treatments	Edit	Delete
2003	DOI Strategic Goal: Resource Protection (PIO.1.1.) Restore and maintain proper function to watersheds and landscapes NFPORS provides an efficient, unified, and complete means of tracking Emergency Stabilization, Restoration and Rehabilitation Program characteristics. (10-year plan)	Prior to the implementation of NFPORS, there was no consistent means of reporting Emergency Stabilization, Restoration and Rehabilitation plans or accomplishments.	NFPORS will: - Minimize redundant data creation - Reduce unnecessary data integration for annual reports of accomplishments- Reduce the amount of time that is spent obtaining program metrics Improve the efficiency of the entire business process	NFPORS is the system of record and is used by more than 800 DOI employees and 600 Forest Service employees across the nation. Information is readily available and the system is easy to access and use. NFPORS is a critical source of information for meeting Immediate Outcome Measures PIM.1.1.08 and 1.1.09	The inter-department wide metric is to reduce the combined man hours for reporting plans and accomplishments by 80-percent or more and to provide accurate reports within minutes rather than within days or weeks	NFPORS provides the following inputs to the Departments: - number of acres treated - their Fire Regime - their Condition Class - their change in Condition Class as a result of treatment - their Wildland Urban Interface Status - the treatment method(s) that were employed - all significant dates and milestones	Edit	Delete

						that are associated with treatments		
2004	DOI Strategic Goal: Serving Communities(SEO.1.) Protect lives, resources, and property NFPORS provides an efficient, unified, and complete means of tracking Community Assistance Program characteristics. (10-year plan)	Prior to NFPORS there was a cuff record management system in place (Excel spreadsheet) that was used to report activities in the Community Assistance Program	NFPORS will: -Minimize redundant data creationReduce unnecessary data integration for annual reports of accomplishments-Reduce the amount of time that is spent obtaining program metricsImprove the efficiency of the entire business process	-	The department wide metric is to reduce the combined man hours for reporting plans and accomplishments by 80-percent or more and to provide accurate reports within minutes rather than within days or weeks	-	Edit	Delete
2004	DOI Strategic Goal Protect lives, resources and property (SEO.1.1). Improved fire management (10-year plan)	Prior to the implementation of NFPORS, there was no consistent means of reporting any National Fire Plan information. Routine and annual reports were cobbled together iat the last minute and with great effort. Even though the work was extraordinary, the final product contained inconsistencies and questionable information.	NFPORS will: -Minimize redundant data creationReduce unnecessary data integration for annual reports of accomplishments-Reduce the amount of time that is spent obtaining program metrics Improve the efficiency of the entire business process	-	NFPORS is useful to top-level managers and viewed as a reliable and easy to use system. NFPORS is useful to mid and low level managers because it greatly reduces their effort to respond to data inquiries from anywhere in the Department.	-	Edit	Delete

All new IT investments that are development, modernization, or enhancement (DME) for 2005 and beyond must use Table 2 and are required to use the FEA Performance Reference Model. The PRM Version 1.0, available at www.doi.gov/ocio/cp/PRMWorkingDraft_Agency%20Release_4-28.doc, includes detailed guidance about how to incorporate PRM Indicators into the performance goals and measures table below. Please use Table 2 below and the PRM to identify the performance information that pertains to the major IT Investment. Ensure there is a complete tie-in to the strategic goals and objectives described in section I.B.1.

In FY 2005 and beyond, there is no planned spending in Planning or Acquisition.

Table 2 -

Fiscal Year	Measurement Area	Measurement Category	Measurement Indicator	Baseline	Planned Improvements to the Baseline	Actual Results
2005	Mission and Business Results (Mode of Delivery)					
2005	Customer Results					
2005	Process and Activities					
2005	Technology					
2006	Mission and Business Results (Mode of Delivery)					
2006	Customer Results					
2006	Process and Activities					
2006	Technology					

I.D. Investment Management [All Assets]

The OMB Circular A-11, Part 7, Capital Programming Guide, and the OPM Project Management Guidance "Interpretive Guidance for Project Manager Positions, discuss investment management structures, responsibilities, and qualifications that contribute to successful achievement of cost, schedule, and performance goals.

1. Is there an investment manager assigned to the project? If so, what is his/her   Yes   No
name?   Lynne Evers-Ertman   **X**
1a. Identify the members, roles, qualifications, and contact information of the in-house and contracted project management team of this project.
   Russell Berry, NFPORS Project Manager (DOI), (703) 648-5512, Russell_Berry@ios.doi.gov
   Peter Bedker, NFPORS Assistant Project Manager (FS) (651) 649-5030, pbedker@fs.fed.us

The PM has 27 years of experience in both management and operations in the following areas: production operations, cartographic design standards, geographical information systems, research and development, spatial data integration, system development, system management, system integration, and contract management.
2. Is there a contracting officer assigned to the project? If so, what is his/her name?
                                                                                   Yes   **X**   No _____

John Chadwick, Contract Officer, National Business Center

3. Is there an Integrated Project Team?

Yes __**X**__ No _____

3.A. If so, list the skill set represented.

The government members of the Users Group have expertise in NFP keypoint project management (subject-matter experts), web-based systems, database management, geographic information systems, system development, capital asset planning (business case development), Performance Management coordination, and budget and finance management. The Users Group replaces the Technical Development Team with the adoption of the revised Charter.

The revised Charter initiates the Configuration Control Management Board. This group will be responsible for initiating, reviewing, modifying, and recommending changes to the system.

Project development enjoys direct and close oversight by the Department of Interior's Office of Wildland Fire Coordination (OWFC) for all policy direction.

Project development has largely been conducted by the Project Manager, Assistant Manager (see above) and the following contract employees (all Booz Allan Hamilton):

David Donovan – lead coordinator, customer satisfaction

Bob Cwalina – database and web developer

Michael Ficco – business management coordinator

4. Is there a sponsor/owner for this project? If so, identify the sponsor/process owner of this project.

Yes __**X**__ No _____

Corbin Newman, National Fire Plan Coordinator (Forest Service)

Tim Hartzell, Director, Office of Wildland Fire Coordination (DOI)

I.E. Alternatives Analysis [All Assets]

In order to successfully address this area of the business case, you must include three viable alternatives that were compared consistently, identify the alternative chosen, and provide and reasons for your choice. Agency must identify all viable alternatives and then select and report details on the top three viable alternatives. Use OMB Circular A-94 for all investment and the Clinger Cohen Act for IT investments for the criteria to be used for Benefit/Cost analysis. Agency must include the minimum criteria to be applied in considering whether to undertake a particular investment, including criteria related to the quantitatively expressed projected net, risk-adjusted return on investment, and specific quantitative and qualitative criteria for comparing and prioritizing alternative investments. For IT investments, agencies should use the Federal Enterprise Architecture (FEA) to identify potential alternatives for partnering or joint solutions that may be used to close the identified performance gap.

1. Describe the alternative solutions you considered for accomplishing the agency strategic goals or for closing thye performance gap that this investment was expected to address. Describe the results of the feasibility/performance/benefits analysis. Provide comparisons of the returns (financial and other) for each alternative.

Since this investment is already under development, the overall direction of the project has been decided and alternatives will be evaluated with regards to *implementation options* for NFPORS. In addition, to the Status Quo, the two alternatives considered center around where the application will reside. Alternative 2 is defined as having the complete application operated and maintained by Forest Service. Alternative 3 is defined as having the front end-application operated and maintained by Booz Allen's XServices hosting solution with the database and reporting tools operated and maintained by Forest Service.

Alternative	Description
Alternative 1 –	Status Quo – the Status Quo is a non-integrated environment composed of systems with different functionality, degrees of automation, and interoperability.
Alternative 2 –	NFPORS (Gov't Maintained) – this alternative consists of a common electronic information system used by DOI and FS. The entire application will be operated and maintained by Forest Service.
Alternative 3 –	NFPORS (Contractor Maintained) – although this alternative also consists of a common electronic information system used by DOI and FS, the front end piece of the application will be operated and maintained by Booz Allen's XServices hosting solution and the database and reporting tool will be operated and maintained by Forest Service.

1.A. Discuss the market research that was conducted to identify innovative solutions for this investment (e.g., used an RFI to obtain four different solutions to evaluate, held open meetings with contractors to discuss investment scope, etc). Also describe what data was used to make estimates such as, past or current contract prices for similar work, contractor provided estimates from RFIs or meetings, general market publications, etc.

The investment that was begun in February 2002 was based on previous evaluations and investments. NFPORS is the culmination of unilateral developments that had been conducted in the Department of Agriculture- Forest Service and the Department of the Interior as far back as 1999.

The concept of developing a database for the purpose of tracking fire program activities is not new. The Forest Service had been working on the National Fire Plan Information system (NFPInfo) – even this development had its genesis in a predicate system whose purpose was to track fuels reduction and smoke management activities in the Pacific Northwest.

In 2001, the Department of the Interior looked at the capabilities of NFPInfo and set out to expand its usefulness and scope. The DOI's approach was to leverage existing ("legacy") systems by integrating pertinent information into a common "datamart." Numerous DOI systems were closely inspected, analyzed, and evaluated for their scope, content, and reliability.

But none of these systems exhibited the critical quality that was needed – a unified and systematic approach. As a result, the two departments determined that a new and unified system was needed and that all existing systems with their redundant, gapped, or problem-plagued qualities would be replaced.

The decision to select the contractor was largely framed by this history. A single contractor had already performed admirably in the Forest Service and the DOI contracts. Their familiarity with the business was a primary consideration in their selection for the new investment. Generic contract rates were compared, but a sole source justification was warranted for this contract.

2.   Summarize the results of your life-cycle cost analysis performed for each investment and the underlying assumptions

The Life-cycle costs presented below are system costs and do not include functional labor costs. Quotes for the equipment costs, including purchase and lease options, and support management services are now being obtained. The next version of this exhibit should include more exact figures.

Cost Elements	Status Quo	Alternative 2 (Gov't Maintained)	Alternative 3 (Hosted)
Planning	$0	$450,000	$450,000
Acquisition/ Development	$0	$1,950,000	$1,950,000
Deployment	$0	$70,000	$70,000
O&M	$0	$3,600,000	$3,600,000
TOTAL	$0	$6,070,000	$6,070,000

3.   Which alternative was chosen and why?

Due to the increased level of accountability (for monies spent and results achieved) associated with implementation of the National Fire Plan, the Status Quo is not a viable option. The current environment is not able to adequately meet the requirements for Congressional reporting. NFPORS will meet these requirements and do so with significantly improved efficiency.

No decision has been made between the two NFPORS alternatives (Alternatives 2 and 3), however it is likely that due to system security considerations Alternative 2 (government maintained) will be selected. This is to be determined as part of the initial operations and maintenance decisions are made.

3. A.   Are there any quantitative benefits that will be achieved through this investment (e.g., systems savings, cost avoidance, stakeholder benefits, etc)? Define Return on Investment (ROI).

Substantial quantitative benefits are expected from this investment. Specifically, the previous environment relied heavily on manual data calls. These data calls were most labor intensive at the field unit level, but they also consumed resources at the region, bureau, and department levels of the organization. For DOI and FS, the implementation of NFPORS is estimated to reduce manual data calls from an average of 51[5] per year at the field unit level to 20. Furthermore, the time spent responding to these data calls is estimated to drop from an average of 3 hours per data call to one hour. The majority of the labor savings will be realized at the unit level (and will therefore realize the greatest savings), but additional savings will be realized at the region, bureau, and department levels. The timesavings estimated at all levels of DOI and Forest Service total $7.5 million per year.

3. B.   For the alternative selected, provide financial summary, including Net Present Value by Year and Payback Period Calculations:

This information will be updated once baseline costs are established. Net Present Value (NPV) presented below is based on NFPORS costs (not including government project labor) and expected labor efficiencies. Thus, the NPV presents mission savings, but does not address system savings (or potential dissavings). System savings cannot be calculated now due to a lack of baseline data, but will be added to the next version of this capital plan.

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[5] Average number of data calls per year by unit by bureau is: BLM – 72, FWS – 60, NPS – 52, BIA – 50, and FS – 20.

Cost Type	FYO3	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12
Baseline Cost										
NFPORS	$1,163	$282	$273	$264	$256	$248	$241	$233	$226	$219
Investment	$872	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recurring	$291	$282	$273	$264	$256	$248	$241	$233	$226	$219
Labor Efficiencies	$7,344	$7,116	$6,895	$6,682	$6,474	$6,274	$6,079	$5,891	$5,708	$5,531
Net Present Value (Mission Only)	$6,181	$6,834	$6,623	$6,417	$6,218	$6,025	$5,839	$5,658	$5,482	$5,312

4.   What is the date of your cost benefit analysis?

This project was fast tracked in order to meet Congressional deadlines. Due to this aggressive project schedule, the two goals of implementation and planning are conflicted. The Project Manager worked with appropriate authorities to produce a system that was both on time and met capital investment planning requirements. The cost benefit analysis was completed on June 5, 2002 and focused primarily on savings realized from reduced data call requirements (see 3A above).

I. F.   Risk Inventory and Assessment (All Assets)

In order to successfully address this issue on the business case and capital asset plan, you must have performed a Risk Assessment at initial concept, included the mandatory risk elements defined below and demonstrate active management of the risk throughout the life-cycle of the investment.

For all investments, both IT and non-IT, you must discuss each of the following risks and present your plans to eliminate, mitigate, or manage the risk, with milestones and completion dates. If there is no risk to the investment achieving its goals from a risk category, indicate so. If there are other risks identified, include them. Risk assessments should include risk information from all stakeholders and should be performed at the initial concept stage and then monitored and controlled throughout the life-cycle of the investment,. Risk assessments for all investments must include 1) schedule, 2) initial costs, 3) life-cycle costs, 4) technical obsolescence, 5) feasibility, 6) reliability of systems, 7) dependencies and interoperability between this investment and others, 8) surety (asset protection) considerations, 9) risk of creating a monopoly for future procurements, 10) capability of agency to manage the investment, and 11) overall risk of investment failure.

In addition, for IT investments, risk must be discussed in the following categories 12) Organizational and Change Management, 13) Business, 14) Data/Info, 15) Technology, 16) Strategic, 17) Security, 18) Privacy, and 19) Investment Resources. For security risks, identify each risk individually under the description column the level of risk as high, medium, or basic. What aspect of security determines the level of risk, i.e., the need for confidentiality of information, availability of information or the system, reliability of the information or system? Under the current status column, list the milestones remaining to mitigate the risk.

I.F Risk Inventory and Assessment (All Assets)							
Date Identified	Area of Risk	Description	Probability of Occurrence	Strategy for Mitigation	Current Status		
06/01/2003	1 - Schedule	Some significant deliverables are at risk (i.e.	Medium	Continue with current operational capability	Both capabilities are planned to be delivered by	Edit	Delete

		spatial data collection and storage and approvals toolkit)				01/04	
06/01/2003	2 - Initial Costs	There is no known risk at this time	Basic	N/A		Project is adequately funded	Edit Delete
06/01/2003	4 - Technical Obsolescence	There is no known risk at this time	Basic	N/A		Methods and techniques use modern standards	Edit Delete
06/01/2003	5 - Feasibility	There is no known risk at this time	Basic	N/A		System is already in use	Edit Delete
06/01/2003	6 - Reliability of Systems	Web-based access is reliable	Basic	Standard security procedures are in place		A fail-over server is in place. Routine backups are done.	Edit Delete
06/01/2003	7 - Dependencies and Interoperability Between This and Other Investments	System is standalone. Future integration efforst (e.g. DOI/FFS) may be conducted	Medium	Changes may be required in order to integrate		There are no plans – only initial investigations by DOI	Edit Delete
06/01/2003	8 - Surety (Asset Protection) Considerations	System is in secure and protected environment.	Basic	Standard security procedures are in place		Routine backups are done.	Edit Delete
06/01/2003	9 - Risk of Creating a Monopoly For Future Procurements	Contractor has unique in-depth understanding of government business	Basic	Cost to recover would be very high		N/A	Edit Delete
06/01/2003	10 - Capability of Agency to Manage the Investment	DOI and FS agree on management strategy and have signed a MOU	Basic	N/A		Charter Amendment is drafted that will guide management to O&M	Edit Delete
06/01/2003	11 - Overall Risk of Investment Failure	N/A	Basic	N/A		N/A	Edit Delete
06/01/2003	12 - Organizational and Change Management	This risk refers to the: § number of people affected by the investment, § degree of change requiredand the ability to: § incorporate business process improvements, § develop a concept of operations, § facilitate user test and acceptance for system/tools and processes, § overcome organizational barriers, and § achieve stakeholder buy-in.	High	Project managers at all levels must drive change management. The system must meet user requirements and become a standard enterprise system. The severity of this risk is very high, as system usefulness is dependent on support from the user community.		There is generally system acceptance at the high and low levels of the organization. Mid-level managers in atleast three DOI bureaus need to demonstrate understanding and support along with a willingness to become engaged.	Edit Delete
06/01/2003	13 - Business	This refers to risks associated with the project's	Medium	Risk driven by need to obtain agreement on common data		The Offices of Wildland Fire Coordination in	Edit Delete

		alignment with the overall mission of the business unit or Agency. This includes: § system functionality (the ability of the proposed investment to meet business requirements), § system integration (the degree to which systems are integrated, thus reducing the potential for inefficient processes through the elimination of duplicative or replicative processes), and § process standardization (the degree to which the alternative standardizes operations or technical processes across the business unit or Agency).		standards between bureaus and Agencies.Responsibility of ensuring the system meets business objectives is responsibility of NFPORS Business Leaders: Tim Hartzell (DOI) and Corbin newman (FS)	the FS and DOI have signed a Memorandum of Understanding that serves as the basis for proceeding with joint development of an interdepartmental system. This risk are was considered to be high in the past but experience has shown a great degree of willingness to agree on complex issues.		
06/01/2003	14 - Data/Info	This category includes risks associated with the number of data dependencies, interface complexity, and level of reliance on data from outside systems.	Medium	The biggest data/info risk lies in establishing common standards to allow field data from five divisions in two agencies to be rolled-up seamlessly.	The risk remains, however as acceptance waxes, the risk is lessened.	Edit	Delete
06/01/2003	15 - Technology	This category includes risks associated with technical aspects of module design and support, including: § maturity of software products, § degree to which products employ the latest standards in technology and design, § availability of skilled resources (both within DOI/FS and within the vendor/contractor	Basic	Project Manager, Russ Berry, is responsible for User Group and Configuration Control Board supervision and ensuring that technical requirements are met.	Status unchanged	Edit	Delete

		market) to support the product, and § stability of vendors, including their software and related tools and services within the market.					
06/01/2003	16 - Strategic	This refers to risks associated with the inability to meet Agency strategic goals, including the President's Management Agenda. This risk includes the presence of stakeholder barriers or objections and asks the question, "is the project structured to support external strategic goals?"	Basic	As a reporting tool, the system is being developed with the express purpose of meeting Agency and external strategic goals. The major risk driver of not meeting strategic goals lies in change management, which is assessed separately above.	In order to meet many of the 10-year PMs, NFPORS will depend on some assumptions and development of other systems. These include: developing a unique fire identifier for all agencies and assumptions of FMPs being in place	Edit	Delete
06/01/2003	17 - Security	This relates to the risk associated with the violation or interruption of a system. Specifically this type of risk covers loss or alteration of data, damage to the organization's reputation, and financial exposure.	Medium	This risk is mitigated by adequate security controls and backup and disaster recovery plans.	A security plan is being developed IATO is expected in Octover 2003. Full C&A is expected in March 2004.	Edit	Delete
06/01/2003	18 - Privacy	This category includes risks associated with the potential disclosure of data. The chance of disclosure is measured against the sensitivity of the data to determine the level of risk to privacy.	Basic	Once appropriate security strategies are in place, the sensitivity of system data will be evaluated and the prescribed security measures will be implemented.	A security plan is being developed that will address this risk. There are no PIA issues.	Edit	Delete
06/01/2003	19 - Project Resources	This category is used to evaluate factors that impact the risk of overall project success, including risks associated with meeting project cost and schedule estimates and plans.	Basic	It is the responsibility of the NFPORS Business Leaders to ensure the project has access to necessary resources.	There has been no funding risk	Edit	Delete

1.   What is the date of your risk management plan?

The Risk Management Plan as included as a part of the project's Strategy Document deliverable. The Strategy Document was first delivered June 15, 2002. It has not been updated.

I.G.   Acquisition Strategy

In order to adequately address this area of the business case and capital asset plan you must employ a strong acquisition strategy that mitigates risk to the federal government, accommodates Section 508 as needed, and use performance based contracts and Statement of Work (SOW). If you are not using performance based contracts and SOWs, your acquisition strategy should clearly define the risks that prompted you not to use performance based contracts and SOWs. Finally, your implementation of the Acquisition Strategy must be clearly defined.

1.   Will you use a single contract or several contracts to accomplish this investment?

System development will be completed under a single contract. The contractor, Booz Allen, has in-depth knowledge of the National Fire Plan and has worked hand-in-hand with the Forest Services and DOI since the inception of the NFP in August 2000.

1.A.   What is the type of contract/task order if a single contract is used?

The existing contract with Booz Allen for the system development is a sole source, time and materials contract acquired through the GSA Federal Supply Schedule Management Organizational and Business Improvement Services (MOBIS).

1.B.   If multiple contract/task orders will be used discuss the type, how they relate to each other to reach the investment outcomes, and how much each contributes to the achievement of the investment cost, schedule and performance goals. Also discuss the contract/task order solicitation or contract provisions that allow the contractor to provide innovative and transformational solutions

Not Applicable

2.   For other that firm-fixed price, performance-based contracts, define the risk not sufficiently mitigated in the risk mitigation plan, for that contract/task order, that requires the Government to assume the risk of contract achievement of cost, schedule and performance goals. Explain the amount of risk the government will assume.

All applications are government-owned and documented in accordance with industry standards. The only identifiable risk is the loss of the most highly qualified contractor.

3.   Will you use financial incentives to motivate contractor performance (e.g. incentive fee, award fee, etc.)?

No.

4.   Discuss the competition process used for each contract/task order, including the use of RFP's schedules or other multiple agency contracts, etc?

See I.E.1.A

5.   Will you use commercially available or COTS products for this investment?

COTS products are used for all support systems (e.g., database management system, reporting tool, etc.). Specifically, the COTS product Brio will be used for reporting, Oracle and Microsoft SQL Server will comprise the database management system, and Internet Information Server (Microsoft) will power the web server. Since no COTS product is available for front-end data collection, this functionality was custom developed using Cold Fusion.

5.A.   To what extent will these items be modified to meet the unique requirements of this investment?

These products will not be modified.

5.B.   What prevented the use of COTS without modification?

There is no COTS solution.

6.   What is the date of your acquisition plan?

April 23, 2002

7.   How will you ensure Section 508 compliance?

Section 508 compliance is specifically addressed in the requirements document for the system and is designated as a high priority system requirement (reference requirement number S4). The system will be tested to ensure 508 compliance is met.

This project will ensure Section 508 application for the NFPORS. DOI and Forest Service will assess the adequacy of accessibility under their current enterprise architectures, including their current business processes, information and data management processes, their supporting applications and information systems, and their underlying computing platforms and communications environments. Key questions the assessment will answer are:

- How does the Agency's current reasonable accommodation process work? Is there one? Is it used? Is it effective? Does it include a procedure for resolving complaints?
- How many Federal employees with known disabilities successfully perform their jobs using current technology? How many cannot?
- How many customers and stakeholders with known disabilities successfully use the Agencies' technology? How many cannot?
- How aware are managers of the obligation to accommodate employees with disabilities and do they know where to turn for assistance?
- Are employees and customers and stakeholders all aware of their rights to request reasonable accommodation?
- What are the consequences, if any, should the Agencies or its personnel fail to accommodate a person with a disability?
- Are there mechanisms (such as established working groups) in place that would allow human resources, equal employment opportunity, information technology, and procurement officials to create a common frame of reference on Section 508 and develop ways to collaborate on technology procurements in the future?

This assessment of the adequacy of accessibility will lead to a plan of action and milestones.

8.   Acquisition Costs:

8.A.   For budget year, what percentage of the total investment is for hardware acquisition?

Zero percent (FY05)

8.B.   For budget year, what percentage of the total investment is for software acquisition?

Zero percent (FY05)

8.C.   For budget year, what percentage of the total investment is for services acquisition?

Zero percent (FY05)

I.H. Investment and Funding Plan

In order to successfully address this section of the business case, you must demonstrate use of an Earned Value Management System (EVMS) that meets ANSI/EIA Standard 748, for both government and contractor cost, for those parts of the investment that require development efforts (e.g., prototypes and testing in the planning phase and development efforts in the acquisition phase) and show how close the investment is to meeting the approved cost, schedule and performance goals. Information on EVMS is available at http://www.acq.osd.mil/pm. For those investments in the operations/steady state phase, you must perform an operational analysis as defined in the Capital Programming Guide to demonstrate how close the investment is to achieving the expected cost, schedule and performance goals for this phase. Program status information in this section must include the both the contractor's part of the investments overall costs and milestone requirements as well as the government's costs and milestone requirements to successfully complete the investment phase, segment or module being reported.

I.H.1.   Description of performance-based management system (PBMS):

Explain the methodology used by the agency to analyze and use the earned value performance data to manage performance. Describe the process you will use to verify that the contractor's investment management system follows the ANSI/EIA Standard 748-A. If the investment is operational (steady state), define the operational analysis system that will be used. If this is a mixed life-cycle investment with both operational and development/modernization/enhancement (DME) system improvement aspects, EVMS must be used on the system improvement aspects of the investment and operational analysis on the operations aspects. Using information consistent with the work breakdown structure (WBS), provide the information requested in all parts of this section.

The NFPORS system will employ a performance-based management system to ensure that the proposed goals and objectives are achieved, and that schedule and cost deviations are identified and mitigated on an ongoing basis throughout the project. The major components of a performance-based management system include the following elements:

•   Project Structure
•   Project Plan
•   Earned Value
•   Risk Management Plan (discussed in I.F)

Each of these elements is discussed in detail in the following section.

Project Structure

An optimal performance based system consists of a clearly defined project structure that identifies the roles and responsibilities of the team members. The NFPORS Charter (April 2002) defines the organizational structure and roles and responsibilities of NFPORS project.

The NFPORS Project is under the direction of the Wildland Fire Coordination offices in the Departments of Interior and Agriculture.   The Project Manager will make technical and Implementation team selection, with

recommendations from the Business Leader and approval by the agencies. The NFPORS Project Team will initially consist of representatives nominated by the agencies. The Business Leaders will replace Project Manager, Technical Team, and Implementation Team members as needed.

NFPORS Project organization consist of the following:

- Business Leaders, Tim Hartzell (DOI) and Corbin Newman (FS)
- NFPORS Project Manager, Russell Berry (DOI)
- NFPORS Assistant Project Manager, Peter Bedker (FS)
- NFPORS Users Group (15 subject-matter experts from two Departments, 5 Agencies)
- NFPORS Configuration Control Management Board
- Contracting Officer, John Chadwick (DOI)
- Budget and Finance Coordination, Scott Dalzall (DOI)

The business community is represented by the NWCG, hazardous fuels reduction and burned area rehabilitation and restoration field managers, program coordinators, Agency Fire Directors, Agency business managers and information officers.

The Business Leaders are responsible for ensuring that the business solution is representative of the needs of the interagency wildland fire community, resource program staffs, and affected parties. The Business Leaders supervise the Project Manager and ensure that the project has the access to necessary resources. The Business Leaders have overall accountability for the success of the project.

The NFPORS Project Manager is responsible for all project activities involving planning, organizing, staffing, directing and the NFPORS Project. The Project Manager is directed and supervised by the Business Leaders. The Project Manager will be responsible for project management, Technical and Implementation Team supervision, and related contract management. The Project Manager will be responsible for ensuring that all procurement approvals are obtained as required by the Departments.

The Project Manager leads the Project Technical Team and Implementation Team, which is comprised of subject matter experts, technical experts, and program management experts from the participating organizations. The Project Technical Team and Implementation Team will be under the oversight, direction, management and evaluation of the Project Manager. The Project Technical Team will rely on guidance and advise from the NWCG/IRMWT.

The Business Leader will have the authority and responsibility for project representation to and for the NWCG and addressing project business issues with the Fire community. The Business Leader will provide general guidance to the Project Manager.

The Project Manager will have authority and responsibility for planning, organizing, staffing (recruitment and development), directing and all other activities of the Project, pursuant to its successful completion. The Project Manager will have the authority and responsibility to plan, organize, staff (project personnel and contract personnel) and direct all project activities, such as: meetings, reviews, work sessions. The Project Manager will have the authority and responsibility to direct and account for the project budget. The Project Manager has the responsibility for the control and accountability for those activities, functions and resources under his authority and control.

The Project Technical and Implementation Team members will have the authority and responsibility to travel, participate in meetings, and develop materials pursuant to the completion of the NFPORS project. The Team members have the authority and responsibility to provide their time, best judgments and best professional practices to the NFPORS Project.

The IRMWT/PMO provides technical and project oversight, approves project plan, and deliverables, and is the recommending body to NWCG.

Project Planning

Another critical component for effective project implementation is thorough planning, documentation, and control of the project schedule. Various factors influence the ability of projects to stay on schedule. Some of these factors are within the control of the Project Management Team, including tracking and reporting of performance metrics and designating scheduled time frames for reanalyzing the overall implementation schedule and making necessary adjustments to ensure overall project success.

An effective Project Plan will therefore establish goals and milestones, including performance measurement techniques and data elements, to identify at a sufficient level of detail the work to be performed, outcomes to be achieved, and timetable in which the work will be completed. A key objective of the project plan is early identification of potential slippage in the project schedule and the initiation of remedial actions to readjust the schedule to the original timeliness and therefore mitigate schedule risk.

To support the above, and successfully implement the NFPORS system, management must monitor a realistic project plan. This plan identifies the time frame for the various tasks of the NFPORS system. These phased tasks are currently in process with full operational capability (FOC) of NFPORS v.3 expected in FY03. Section I.G.2 of this proposal identifies high-level milestones associated with the NFPORS system.

Earned Value Analysis

Earned Value Analysis is another critical component of a performance-based management system that enables the project manager to compare how much work has actually been completed with the planned. Earned value requires the project manager to plan, budget, and schedule the authorized work scope in a time-phased plan. The time-phased plan is the incremental "planned value" culminating into a performance measurement baseline. A variance to the plan is noted as a schedule or cost deviation.

The NFPORS project is utilizing MS Project to monitor contract and project progress through Earned Value Analysis (EVA). Earned Value Analysis, a critical component of a performance-based management system, enables the project manager to compare actual work completed with the amount of work planned. Performing EVA requires planning, budgeting, and scheduling the authorized work scope in a time-phased plan. The time-phased plan is the incremental "planned value" culminating into a performance measurement baseline. A variance to the plan is noted as a schedule or cost deviation.

The progress of the project will be monitored on an ongoing basis to mitigate any schedule or cost overruns using earned value analysis. As shown in section I.G.2, this proposal identifies high-level milestones associated with the NFPORS system. These milestones represent well-defined completion points that can be tracked and measured.

OMB guidance requires that corrective actions be identified for any variance greater than 10 percent associated with the cost, schedule, and performance goals. Corrective actions will include means by which the project will be brought back within the original goals or, if not, how and why the goals should be revised, and analysis of whether the project is still cost beneficial and if the asset is still justified.

Additionally, the NFPORS project will take advantage of the Information Technology Investment Board (ITIB), which provides independent peer reviews of IT investment projects. NFPORS will report to the ITIB quarterly.

I.H.2.   Original baseline (OMB-approved at investment outset):

> What are the cost and schedule goals for this phase or segment/module of the investment (e.g., what are the major investment milestones or events; when will each occur; and what is the estimated cost to accomplish each one)? Also identify the funding agency for each milestone or event if this is a multi-agency investment. For operational or steady state investments, complete one line on the chart for each year of this phase. If the project is mixed life-cycle there will be two parts to the chart; one for the O&M portion and one for the

developmental portion using EVMS. If this is a multi-agency investment or one of the President's E-Gov initiatives, use the detailed investment plan with milestones on the critical path, to identify agency funding for each module or milestone. (This baseline must be included in all subsequent reports, even when there are OMB-approved baseline changes shown in I.H.3).

Identify the phase or segment/module that corresponds to the data in the I.H.2 table.

Cost and Schedule Goals: Original Baseline for a Phase/Segment/Module of Project (Investment)							
		Planned					
		Schedule				**Planned Cost (BCWS)**	**Funding Agency**
Submit	**Description of Milestone**	**Start Date**	**End Date**	**Duration (in days)**	**Hrs.**		
☐	01. Project Management (FY02)	02/01/2002	09/30/2002	241	0	$100,000	DOI/FS	Add Sub-Milestone
☐	02. Project Management (FY03)	10/01/2002	09/30/2003	364	0	$200,000	DOI/FS	Add Sub-Milestone
☐	03. Project Management (FY04)	10/01/2003	09/30/2004	365	0	$200,000	DOI/FS	Add Sub-Milestone
☐	04. Project Management (FY05)	10/01/2004	09/30/2005	364	0	$200,000	DOI/FS	Add Sub-Milestone
☐	05. Project Management (FY06)	10/01/2005	09/30/2006	364	0	$100,000	DOI/FS	Add Sub-Milestone
☐	06. Project Management (FY07)	10/01/2006	09/30/2007	364	0	$100,000	DOI/FS	Add Sub-Milestone
☐	07. Project Management (FY08)	10/01/2007	09/30/2008	365	0	$100,000	DOI/FS	Add Sub-Milestone
☐	08. Project Management (FY09)	10/01/2008	09/30/2009	364	0	$100,000	DOI/FS	Add Sub-Milestone
☐	09. Project Definition (FY02)	04/01/2002	09/30/2002	182	0	$200,000	DOI/FS	Add Sub-Milestone
☐	10. Project Definition (FY03)	10/01/2002	09/30/2003	364	0	$200,000	DOI/FS	Add Sub-Milestone
☐	11. Project Definition (FY04)	10/01/2003	12/30/2003	90	0	$50,000	DOI/FS	Add Sub-Milestone
☐	12. Systems/Services Acquistion (FY02)	06/01/2002	09/30/2002	121	0	$100,000	DOI/FS	Add Sub-Milestone
☐	13. Systems/Services Acquistion (FY03)	10/01/2002	09/30/2003	364	0	$100,000	DOI/FS	Add Sub-Milestone
☐	14. Systems/Services Acquistion (FY04)	10/01/2003	09/30/2004	365	0	$100,000	DOI/FS	Add Sub-Milestone
☐	15. Systems/Services Acquistion (FY05)	10/01/2004	09/30/2005	364	0	$100,000	DOI/FS	Add Sub-Milestone
☐	16. System Design (FY02)	02/01/2002	09/30/2002	241	0	$300,000	DOI/FS	Add Sub-Milestone
☐	17. System Design (FY03)	10/01/2002	09/30/2003	364	0	$150,000	DOI/FS	Add Sub-Milestone

☐	18. System Design (FY04)	10/01/2003	03/01/2004	152	0	$50,000	DOI/FS	Add Sub-Milestone
☐	19. System Development (FY02)	03/01/2002	09/30/2002	213	0	$500,000	DOI/FS	Add Sub-Milestone
☐	20. System Development (FY03)	10/01/2002	09/30/2003	364	0	$350,000	DOI/FS	Add Sub-Milestone
☐	21. System Development (FY04)	10/01/2003	03/01/2004	152	0	$200,000	DOI/FS	Add Sub-Milestone
☐	22. User/Acceptance Testing (FY02)	07/15/2002	08/15/2002	31	0	$50,000	DOI/FS	Add Sub-Milestone
☐	23. User/Acceptance Testing (FY03)	02/01/2003	04/15/2003	73	0	$400,000	DOI/FS	Add Sub-Milestone
☐	24. Transition and Deployment (FY02)	08/01/2002	09/30/2002	60	0	$100,000	DOI/FS	Add Sub-Milestone
☐	25. Transistion and Deployment FY(03)	10/01/2002	03/03/2003	153	0	$150,000	DOI/FS	Add Sub-Milestone
☐	26. O&M FY03	03/03/2003	09/30/2003	211	0	$300,000	DOI/FS	Add Sub-Milestone
☐	27. O&M FY04	10/01/2003	09/30/2004	365	0	$600,000	DOI/FS	Add Sub-Milestone
☐	28. O&M FY05	10/01/2004	09/30/2005	364	0	$400,000	DOI/FS	Add Sub-Milestone
☐	29. O&M FY06	10/01/2005	09/30/2006	364	0	$400,000	DOI/FS	Add Sub-Milestone
☐	30. O&M FY07	10/01/2006	09/30/2007	364	0	$400,000	DOI/FS	Add Sub-Milestone
☐	31. O&M FY08	10/01/2007	09/30/2008	365	0	$400,000	DOI/FS	Add Sub-Milestone
☐	32. O&M FY09+	10/01/2008	09/30/2009	364	0	$400,000	DOI/FS	Add Sub-Milestone
-	PROJECT TOTAL:	02/01/2002	09/30/2009	2798	0	$7,100,000	-	-

I.H.3. Proposed baseline/current baseline (applicable *only* if OMB-approved the changes):

Identify in this section a proposed change to the original or current baseline or an OMB-approved baseline change. What are the new cost and schedule goals for the investment (e.g., what are the major investment milestones or events; when will each occur; and what is the estimated cost to accomplish each one)? Also identify the funding agency for each milestone or event if this is a multi-agency investment. If this is a new investment in the FY 2005 budget year, this section will be blank for your initial submission.

Cost and Schedule Goals: Proposed_____ or Current (OMB-Approved)_____ Baseline for a Phase/Segment/Module of Project					
Description of Milestone	**Schedule**			**Planned Cost**	**Funding Agency**
	Start Date	**End Date**	**Duration (in days)**		
1. Incorporate 2D spatial data	9/01/03	04/01/04		No additional cost	DOI/FS

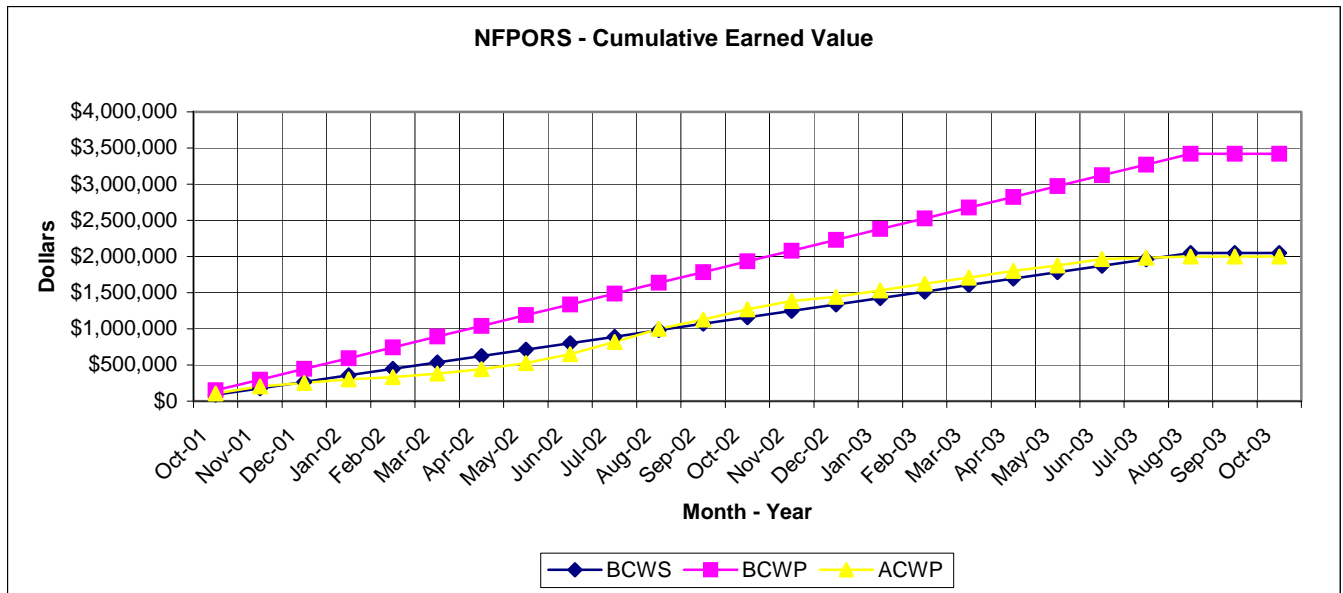|					
2. Integrate SmokeTracs	07/01/03	03/01/04		No additional cost	DOI/FS
Completion date:				Total cost estimate at completion:	

I.H.4   Actual performance and variance from OMB-approved baseline (original or current):

A.   This section is always filled in to reflect current status of the investment. It compares the OMB approved baseline and actual results for this phase, segment, or module of the investment. Show for each major investment the milestones or events you planned (scheduled) to accomplish and the cost and what work was actually done and the cost. If the investment is in the operational or steady state phase, complete one line on the chart for each year. For these projects complete paragraphs C,D,F and G as appropriate. If this is a new investment in the FY 2005 budget year, this section will be blank for your initial submission. OMB may ask for the latest information during the budget review process.

| Description of Milestone | OMB-Approved Baseline | | | | | Actual Outcome (As of March 1, 2003) | | | |
| | Schedule | | | | | Schedule | | | |
	Start	End	Duration (in days)	Planned Cost	Funding Agency	Start Date	End Date	Percent Complete	Actual Cost
Project Management (FY02)	02/01/02	09/30/02		$ 200,000	DOI/FS	02/01/02	09/30/02	100%	$199,800
Project Management (FY03)	10/01/02	09/30/03		$ 200,000	DOI/FS	10/01/02	Ongoing	75%	$150,000
Project Management (FY04)	10/01/03	09/30/04		$ 200,000	DOI/FS				$0
Project Management (FY05)	10/01/04	09/30/05		$ 200,000	DOI/FS				$0
Project Management (FY06)	10/01/05	09/30/06		$ 200,000	DOI/FS				$0
Project Management (FY07)	10/01/06	09/30/07		$ 200,000	DOI/FS				$0
Project Management (FY08)	10/01/07	09/30/08		$ 200,000	DOI/FS				$0
Project Management (FY09)	10/01/08	09/30/09		$ 200,000	DOI/FS				$0
Project Definition (FY02)	04/01/02	09/30/02		$ 200,000	DOI/FS	04/01/02	09/30/02	100%	$100,000
Project Definition (FY03)	10/01/02	09/30/03		$ 200,000	DOI/FS	10/01/02	Ongoing	75%	$150,000
Project Definition (FY04)	10/01/03	12/30/03		$ 50,000	DOI/FS				$0
Systems/Services Acquisition (FY02)	06/01/02	09/30/02		$ 100,000	DOI/FS	06/01/02	09/30/02	100%	$100,000
Systems/Services Acquisition (FY03)	10/01/02	09/30/03		$ 100,000	DOI/FS	10/01/02	Ongoing	75%	$75,000
Systems/Services Acquisition (FY04)	10/01/03	09/30/04		$ 100,000	DOI/FS				$0
System Design (FY02)	02/01/02	09/30/02		$ 400,000	DOI/FS	02/01/02	09/30/02	100%	$300,000
System Design (FY03)	10/01/02	09/30/03		$ 150,000	DOI/FS	10/01/02	Ongoing	75%	$115,000
System Design (FY04)	10/01/03	03/01/04		$ 50,000	DOI/FS				$0
System Development (FY02)	03/01/02	09/30/02		$ 500,000	DOI/FS	03/01/02	09/30/02	100%	$400,000

| Description of Milestone | OMB-Approved Baseline | | | | | Actual Outcome (As of March 1, 2003) | | | |
| | Schedule | | | Planned Cost | Funding Agency | Schedule | | Percent Complete | Actual Cost |
	Start	End	Duration (in days)			Start Date	End Date		
System Development (FY03)	10/01/02	09/30/03		$ 550,000	DOI/FS	10/01/02	Ongoing	75%	$400,000
System Development (FY04)	10/01/03	03/01/04		$ 400,000	DOI/FS				$0
User/Acceptance Testing (FY02)	07/15/02	08/15/02		$ 400,000	DOI/FS	07/15/02	08/15/02	100%	$200,000
User/Acceptance Testing (FY03)	02/01/03	04/15/03		$ 50,000		02/01/03	04/15/03	100%	$50,000
Transition and Deployment (FY02)	08/01/02	09/30/02		$ 100,000	DOI/FS	08/01/02	09/30/02	100%	$100,000
Transition and Deployment (FY03)	10/01/02	03/03/03		$ 150,000	DOI/FS	10/01/02	03/03/03	50%	$100,000
Operations and Maintenance (FY03)	03/03/03	09/30/03		$ 300,000	DOI/FS	03/03/03	Ongoing	75%	$225,000
Operations and Maintenance (FY04)	10/01/03	09/30/04		$ 600,000	DOI/FS				$0
Operations and Maintenance (FY05)	10/01/04	09/30/05		$ 700,000	DOI/FS				$0
Operations and Maintenance (FY06)	10/01/05	09/30/06		$ 500,000	DOI/FS				$0
Operations and Maintenance (FY07)	10/01/06	09/30/07		$ 500,000	DOI/FS				
Operations and Maintenance (FY08)	10/01/07	09/30/08		$ 500,000	DOI/FS				
Operations and Maintenance (FY09+)	10/01/08	09/30/09		$ 500,000	DOI/FS				
				$8,700,000.					$3,165,000.
Completion date: OMB-approved baseline (full O&M): FY2009						Estimated completion date: FY09			
Total cost: OMB-approved baseline (to BY +4): $8.7M						Estimate at completion: $ 2,785,010			

B.   Provide the following investment summary information from your EVMS software: As of: <u>August 01,2003</u>

B.1.   Show the budgeted (planned) cost of work scheduled (BCWS): $ __2,050,000__

B.2.   Show budgeted (planned) cost of work actually performed (BCWP): $ __3,420,000__

B.3.   Show the actual cost of work performed (ACWP): $ __2,255,738__

B.4.   Provide a performance curve graph plotting BCWS, BCWP and ACWP on a monthly basis from inception of this phase or segment/module through the latest report. In addition, plot the ACWP curve to the estimated cost at completion (EAC) value, and provide the following EVMS variance analysis.

NFPORS - Cumulative Earned Value

INVESTMENT SUMMARY (CUMULATIVE)	
	Value
Cost Variance = (BCWP-ACWP) =	$ 1,164,266
Cost Variance % = (CV/BCWP) x 100% =	34.04 %
Cost Performance Index (CPI) = (BCWP/ACWP) =	1.52
Schedule Variance = (BCWP-BCWS) =	$ 1,370,000
Schedule Variance % = (SV/BCWS) x 100% =	66.83 %
Schedule Performance Index (SPI) = (BCWP/BCWS) =	1.67
Two independent Estimates at Completion (EAC) = ACWPcum + (Performance Factor (PF) X (BAC minus BCWPcum)), where PF_1 = 1/CPI, and PF_2 = 1/CPI x SPI) =	EAC_1 = $5,738,269 and EAC_2 = $4,343,218
Variance at Completion (VAC) = (BAC minus EAC) for both EACs above =	VAC PF_1 = $ 2,961,730 VAC PF_2 = $ 4,356,781
Variance at Completion % = (VAC/BAC) x 100% for both EACs above =	VAC PF_1 % = 34.04% VAC PF_2 % = 50.08%
Estimated Cost to Complete (ETC) =	$ 2,785,010
Expected Completion Date =	FY 2009

Definitions for Earned Value Management System:

ACWP – Actual Cost for Work Performed – What you paid.
BAC – Budget at Completion – The baseline (planned) budget for the investment.
BCWP – Budgeted Cost for Work Performed – The earned value.
BCWS – Budgeted Cost for Work Scheduled – The planned costs.
CPI – Cost Performance Index – The ratio of the budgeted to actual cost of work performed.
CV – Cost Variance – The difference between planned and actual cost of work performed.
EAC – Estimate At Completion – The latest estimated cost at completion.
ETC – Estimate to Completion – Funds needed to complete the investment.
PF – Performance Factor – The cost to earn a dollar of value, or ACWP/BCWP, or 1/CPI.
SPI – Schedule Performance Index – The percent of the investment that has been completed.
SV – Schedule Variance – The variance between the actual and planned schedules.
VAC – Variance at Completion – The variance between the baseline and actual budget at completion.

C   If cost and/or schedule variance are a negative 10 percent or more at the time of this report or EAC is
     projected to be 10 percent or more, explain the reason(s) for the variance(s):

Not Applicable

D.   Provide performance variance. Explain based on work accomplished to date, whether or not you still expect to achieve your performance goals. If not, explain the reasons for the variance. For steady state investments, in addition to a discussion on whether or not the system is meeting the program objectives, discuss whether the needs of the owners and users are still being met.

Based on the work accomplished to date, performance goals will be met.

E.   For investments using EVMS, discuss the contractor, government, and at least the two EAC index formulas in I.H.4.B, current estimates at completion. Explain the differences and the IPT's selected EAC for budgeting purposes. This paragraph is not applicable to operations/steady state investments.

The data are self-evident. This investment is on track by any measure and no further discussion would be beneficial. Please refer to sections I.G. and I.H (above) for related discussions.

F.   Discuss the corrective actions that will be taken to correct the variances, the risk associated with the actions, and how close the planned actions will bring the investment to the original baseline. Define proposed baseline changes, if necessary.

Any variations from planned and actual performances and developments will be accommodated. The general plan and set of goals is fixed. Inevitable and unforeseeable changes to the implementation plan and schedule will require adjustment to priorities along the development path.   Any delays or diversions will be discussed with the business leaders and strategies for revising expected outcomes would be adopted.

G.   If the investment cost, schedule or performance variances are 10% or greater, has the Agency Head concurred in the need to continue the program at the new baseline?   Yes____   No____

Not Applicable

Part II: Additional Business Case Criteria for Information Technology

II. A.   Enterprise Architecture

In order to successfully address this area of the business case and capital asset plan you must ensure that the investment is included in the agency's EA and CPIC process, and is mapped to and supports the Federal Enterprise Architecture. You must also ensure that the business case demonstrates the relationship between the investment and the business, data, application, and technology layers of the EA.

II.A.1   Business

A.   Is this investment identified in your agency's enterprise architecture? If not, why?

NFPORS conforms to the principles set forth in the DOI's EA as follows:

NFPORS Alignment with DOI EA

Principle	Project Conformance
Principle 1: Information is valued as an Interior asset to accelerate sound decision-making, improve management and increase accountability.	NFPORS improves decision-making and accountability by enabling and standardizing the reporting process and making available and accessible summary-level data. NFPORS facilitates the government's accountability for NFP planned and accomplished activities against funding.
Principle 2: Data and Information must be managed and maintained as a stewardship responsibility to support the mission of the department.	NFPORS provides managers with information needed to effectively assess and manage their programs by providing a common, interdepartmental electronic solution. Development of the system includes tools for field offices to plan, execute, and monitor hazardous fuels reduction and burned rehabilitation projects.
Principle 3: Systems must be designed acquired, developed, or enhanced such that data and processes can be effectively shared across Interior and with our partners.	NFPORS is a cross-agency investment, and the system design was aimed at facilitating the coordination and accountability across the wildland fire management bureaus. Data and processes is shared using a common, interdepartmental tool.
Principle 4: In considering system requirements (e.g., new functionality), we should look to reuse existing components before we buy. If no components exist, purchased solutions (e.g., COTS or GOTS) should be explored before we build.	Through the NFPInfo generation, NFPORS leveraged BLM/FS FASTRACS system developed in Region 6 thus minimizing the risks associated with a custom build solution. The COTS market was also leveraged where functionality existed.
Principle 5: IT systems should be implemented in adherence to security, confidentiality and privacy policies to assure proper safeguards and limitations for information availability and access.	NFPORS will be subject to Security and Accreditation requirements. Interim Authority to Operate will be in place by August 2003. S&A will be in place by June 2004.
Principle 6: An assessment of business continuation and recovery requirements is mandatory when acquiring, developing, enhancing or outsourcing systems. Based on that assessment, appropriate disaster recovery and business continuity planning, design, testing and maintenance will take place.	System Recovery processes are in place. A failover server is in place and routine incremental and full data backups are performed on a regular basis.
Principle 7: A basic set of information services will be provided to all employees.	NFPORS is accessed and used by employees at all organizational levels. Data entry is performed at the unit (field) office levels. Reporting (reviewing the data) is possible for all users at all levels.
Principle 8: We must implement an Interior-wide "interoperable network" performing as if it were a virtual, Interior-wide Local Area Network.	NFPORS is accessible by users through the Internet. External systems that must interface with NFPORS will be able to access it over the network.
Principle 9: Easy and timely access to data and information is the rule rather than the exception, without security and privacy being compromised.	Data and information is available at all levels (field data to joint Agency data) through NFPORS. User access will be restricted to ensure privacy and security requirements are not violated.

Principle	Project Conformance
Principle 10: Business processes will be analyzed, simplified or otherwise redesigned in preparation for and during information system enhancements, development and implementation.	The requirements document for this project developed associated business processes that will be implemented during rollout.
Principle 11: Interior will adopt a total cost of ownership model for IT systems that includes life cycle considerations like costs of development, implementation/transition, training, support, disaster recovery, and retirement as well as impacts of flexibility, scalability, ease of use and reduction of integration complexity.	NFPORS has developed a full life cycle cost estimate and a risk assessment that analyzes technical risk factors.
Principle 12: IT solutions will use industry-proven and "state-of-the-art" mainstream technologies.	NFPORS is designed to use state-of-the-art technologies.
Principle 13: Priority will be given to products adhering to industry standards and open architecture.	NFPORS is designed to use state-of-the-art technologies: application services are provided using Cold Fusion; database services will be provided using ORACLE Enterprise and Microsoft SQL servers; user interface will be designed to support Netscape 4.7 and higher; and Internet Explorer 5.0 and above, and Windows NT/2000 will be used as a server platform.
Principle 14: The planning, management of the Interior Information Architecture will follow a "federated" model	NFPORS follows the OCIO IT business review and approval process.

A.1   Will this investment be consistent with your agency's "to be" modernization blueprint?

Yes.

B.   Was this investment approved through the EA Review committee at your agency?

The project was reviewed and has been approved by the Bureau of Land Management's Information Technology Investment Board (BLM-ITIB). The BLM-ITIB has conducted quarterly reviews since February 2002.

C.   What are the major process simplification/reengineering/design investments that are required as part of this IT investment?

Since the inception of the National Fire Plan, DOI and Forest Service have relied on ad hoc processes for National Fire Plan reporting. That is, no formal interagency processes have been established for collecting and reporting data. Instead, each Department has used "data calls" for gathering information. Data calls are a method by which data requests are sent from National-level offices to Regional/State Offices. Regional Offices then contact field offices for relevant data. Data provided by field offices are aggregated at the Regional-level and then forwarded to the National-level where they are further aggregated to form a national picture of the data.

Implementation of the NFPORS system automates the manual processes and provides enhanced functionality to users by allowing field-level users to input and manage project data. Managers throughout the DOI and Forest Service organizations now have the ability to monitor project status and report accomplishments for burned area rehabilitation, hazardous fuels, and community assistance. By providing this functionality, NFPORS automates the existing manual "data call" process, thereby reducing the workload on the field. In addition, NFPORS facilitates national level managers in creating Congressional reports.

D.   What are the major organization restructuring, training, and change management investments that are required?

Change management addresses the ability to incorporate business process improvements, develop the concept of operations, and facilitate user testing and acceptance for both systems/tools and processes. Change management also deals with the ability to train all users, including power users, intermittent, and end users effectively and within a

reasonable time frame. Due to the impact of this investment on so many dispersed users (at the field unit level), it is critical that an adequate level of change management activities be incorporated into the project plan. Specifically, the degree of resources necessary for change management activities depends on the number of people affected and the degree of change. This investment will not only impact a large number of people, but these users are spatially and organizationally dispersed. Field users to be trained on the system encompass multiple bureaus and two Agencies. Since the value of the data to be collected and reported using NFPORS depends on the quality of input entered by the field users, the importance of securing the cooperation of field users can not be overstated.

Key Change Management Issues	Mitigating Strategies
Multi-agency initiative management structure and cooperation	The Offices of Wildland Fire Coordination in the FS and DOI have signed a Memorandum of Understanding that serves as the basis for proceeding with joint development of an interdepartmental system. An interdepartmental task force is being commissioned to accomplish this work.
User acceptance of the system	User acceptance of the system will depend on appropriate communication and training of users at all levels (e.g., field, regional, etc.) during implementation. The Implementation Team will be responsible for installing the system and providing necessary training. The team will work to prepare their regions by identifying responsible personnel, scheduling installation and training, performing limited support, and providing follow-up activities to ensure compliance with system implementation. This team will consist of at least 48 persons. Two alternates from each Regional/State office will be identified to ensure availability during times when personnel are called to work on fires.
Agreement on common business and data terms, processes, requirements, etc.	The key to mitigation is early and sustained stakeholder and SME involvement, which will be accomplished through the Technical Team. The Technical Team will consist of persons who can make technical decisions for each of the 4 key points (hazardous fuels reduction, burned area rehabilitation, community assistance, and preparedness). These individuals will have authority to act on behalf of their respective bureau or agency and will facilitate communications to subordinate agencies in order to expedite information gathering, requirements control, data acquisition, and scheduling. The technical team will include persons from the NWCG/IRMWT. This team will consist of not more than 12 persons.

E.   Please list all the Lines of Business and Sub-Functions from the FEA Business Reference Model that this IT investment supports. (The *primary* BRM mapping for this initiative should be identified with the last six digits of the Unique Project (Investment) Identifier in Section 53.8). For a list of the BRM Lines of Business and Sub-Functions, as well as guidance on mapping to the BRM, please see www.feapmo.gov. (Note: The Services for Citizens area and the Mode of Delivery area should be thought of collectively. If you identified your *primary* line of business/sub-function in section 53.8 as a Service for Citizen or a Mode of Delivery, at a minimum you should identify the corresponding Mode of Delivery/Service for Citizen that applies in this section).
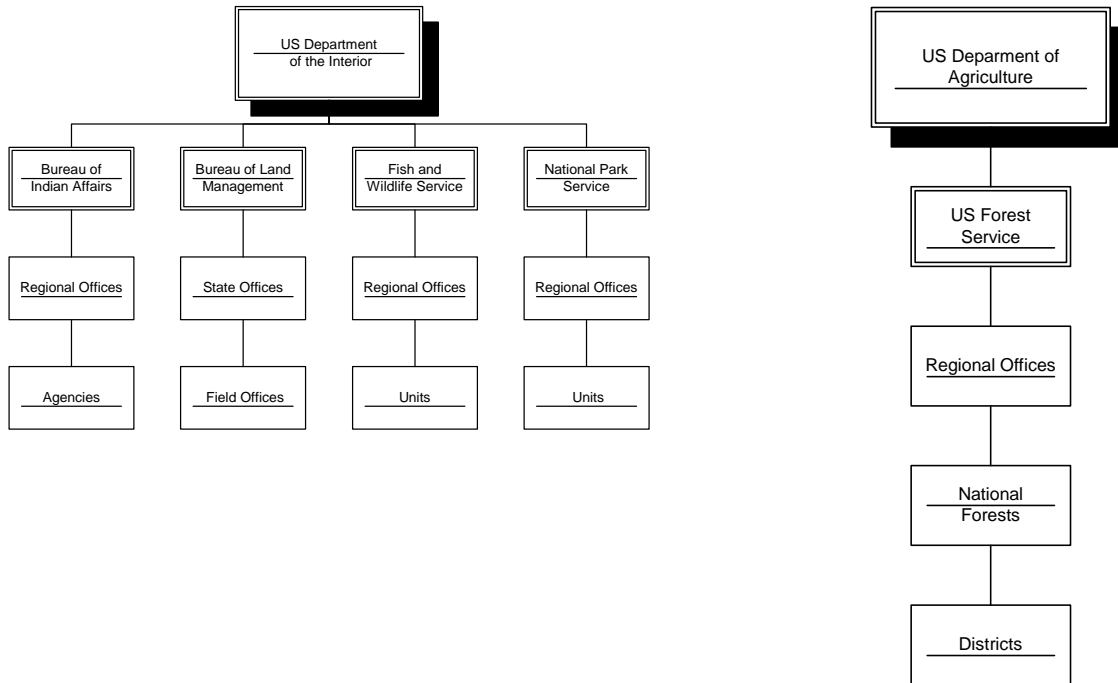
Line Of Business	Sub-Function		
☐	Public Goods creation & Management	Information Infrastructure Management	Edit
☐	Public Goods creation & Management	Public Resources, Facilities, & Infrastructure Management	Edit
☐	Environmental Management	Environmental Remediation	Edit

NFPORS will be used by personnel involved in executing the mandates of the National Fire Plan in the areas of:

- Burned Area Rehabilitation,
- Hazardous Fuels,
- Community Assistance, and
- Firefighting (for summarized occurrence data)

Most of the personnel conducting these lines of business will come from each Department's wildland fire organizations. The following charts indicate the basic organizational structure for DOI and FS.

DOI and FS Organizational Structure

Line of Business	Sub-function
Public Goods and Creation Management	Information Infrastructure Management
Environmental Management	Environmental Remediation

II.A.2 Data

A.   What types of data will be used in this investment? (Examples of data types are health, geospatial, natural resource, etc.)

The NFPORS requirements document identified the critical data required for this project. These data categories and elements will be used to capture the management and reporting requirements of the National Fire Plan. Mostly, the

data could be described as a combination of natural resource management and associated geospatial data. The following table provides details, but not all of NFPORS data elements are listed.

Data Category	Data Element	Description
Project	Project Identifier	Uniquely identifies a project. A project is a collection of activities that are intended to address hazardous fuels (or burned area rehab) management objectives, as defined in a single NEPA document. A project can span multiple fiscal years and can be owned by multiple organizations.
Project	Project Name	A user defined name that identifies the project. A meaningful name should be used and should identify the location and purpose of the project. For example, "Mill Creek Watershed Restoration."
Project	Project Owner	The name of the unit/subunit that is responsible for coordinating the activities associated with the project.
Project	Project Status	Identifies the most recent milestone.
Project	Project Type	Identifies the type of project as a Hazardous Fuels or rehabilitation and restoration project.
Project	Approval Indicator	Identifies if the project has been approved (Yes/No).
Project	Partner Organization	Identifies the organizations with which the project is done in partnership.
Project	Partner Type	Partners include Federal, State, County, Local, Private and NGO organizations.
Project	Partner Project Identifier	
Project	Estimated Direct Project Cost	The sum of the direct costs of all of the activities associated with the project. Direct costs should include the costs associated with meeting regulatory requirements, contract administration costs, cost of monitoring.
Project	Estimated Project Duration.	The number of years the project is expected to last.
Project	Project Objectives	Pick list of predefined objectives.
Project	Project Goals	The purpose, goals and objectives of the project.
Activity/Treatment	Activity/Treatment Identifier	A unique identifier for the Activity or Treatment. The combination of Project ID and Activity or Treatment ID will be unique. An Activity or Treatment is a discrete task intended to accomplish project objectives. Tasks are funded and accomplishments reported by fiscal year.
Activity/Treatment	Activity/Treatment Name	An optional name provided by the user to distinguish the Activity or Treatment from other activities associated with the project. For example, an Activity or Treatment name may consist of the project name and treatment type.
Activity/Treatment	Activity/Treatment Category	Designated categories that Activity or Treatment types are grouped within (e.g. planning, Fire, Mechanical, Chemical, Preparation for Treatment, or Administration).
Activity/Treatment	Activity/Treatment Type	Specific type of Activity or Treatment (e.g. contract administration, hand pile, broadcast burn) that has an identified unit of measure (e.g. acres, miles or each).
Project	Latitude	The latitude for a Project.
Project	Longitude	The longitude for a Project.
Project	Congressional District	The Congressional District where the Project is located.
Project	Congressional Rep	The Member of Congress where the Project is located.
Project	County	The County where the Project is located. (FIPS)
Project	State	The State where the Project is located.
Activity/Treatment	WUI Indicator	Indicates whether the Activity or Treatment occurred within the wildland-urban interface.
Activity/Treatment	Work Agent	The group that actually does the work (e.g. federal workforce, contractor, volunteer)
Activity/Treatment	Planned Accomplishment	The work amount expected to be performed during the Activity or Treatment.
Activity/Treatment	Actual Accomplishment	The actual work amount accomplished during the Activity or Treatment.
Activity/Treatment	Planned Initiation Date	The date when work is expected to begin.
Activity/Treatment	Planned Completion Date	The date when work is expected to end.
Activity/Treatment	Actual Completion Date	The date when work is actually completed.
Treatment	Treatment Unit	The land area associated with the Treatment.

Data Category	Data Element	Description
Activity/Treatment	Planned Direct Cost	The sum of the planned direct costs of all of the activities associated with Activity or Treatment. Direct costs should include the costs associated with meeting regulatory requirements, contract administration costs, cost of monitoring. This does not include overhead costs.
Activity/Treatment	Local Contractor Indicator	Indicates whether a local contractor was used to perform the work.
Activity/Treatment	Local Approval Date	The date that the Activity or Treatment is authorized at the local level. This may be a formal or informal approval.
Activity/Treatment	Contract Number	Provided by users, this can later be linked to other tracking systems.
Treatment Unit	Land Owner	Federal, State, County, Tribal, Private land owner indicator
Treatment Unit	Treatment Unit Identifier	System assigned value to aid GIS activities.
Treatment Unit	Treatment Unit Name	Provided by users.
Treatment Unit	Fire Regime	Predominant fire regime determined by fire frequency and severity as defined in the cohesive strategy.
Treatment Unit	Condition Class	Predominant condition class as defined in the cohesive strategy.
Treatment Unit	State	State where the Treatment Unit is located
Treatment Unit	Latitude	The angular distance north or south from the earth's equator measured through 90 degrees for the land area.
Treatment Unit	Longitude	The angular distance on a circle of reference from the intersection with the prime meridian east or west to an intersection with the land area.
Treatment Unit	Congressional District	The predominant Congressional District where the land area is located.
Treatment Unit	Congressional Rep	
Treatment Unit	County	The predominant County where the land area is located.
Treatment Unit	State	The predominant State where the land area is located.
Treatment Unit	Acres	The acres associated with the piece of land.
Treatment Unit	T&E Species	Identifies the name(s) of any T&E species associated with the land area.
Treatment Unit	T&E Status	
Treatment Unit	Observation Date	The date when the characteristics of the Treatment Unit were observed.
Activity	NEPA Documentation Type	The type of environmental documentation required. For example, EA, EIS and CATX.
Activity	Consultation Required Indicator	Identifies if a consultation(s) is necessary to meet NEPA requirements.
Activity	Consultation Type	The type of consultation required. For example, Section 7, SHPO or Tribal.
Activity	Consultation Date	The date the consultation is complete.
Project	Decision Record Date	The date that a determination was made that all legal and administrative requirements have been met.
Activity	Consultation Indicator	Indicates whether a consultation is required (Yes/No).
Activity	Appeal/Litigation Indicator	Indicates whether a project decision was appealed or if litigation ensued.

B.   Does the data needed for this investment already exist at the Federal, State, or Local level? If so, what are your plans to gain access to that data?

Currently, there is no central repository of information that is capable of meeting the information requirements for the National Fire Plan. A majority of data for hazardous fuels, burned area rehabilitation, and community assistance are stored in disparate spreadsheets, which are maintained at various organizational levels (i.e., Bureau, Region, Forest, or Unit). This incongruity between data sets makes it difficult – if not impossible – to gain a national perspective of accomplishments in these areas.

In the area of Fire Occurrence, several legacy fire systems have been identified which address a small subset of the information requirements for the National Fire Plan. These sources include BLM 1202 Fire Reporting and the Shared Application Computing System (SACS) Fire Occurrence system. These systems, however, provide Bureau specific information and therefore must be combined in order to provide an integrated picture of fire occurrences.

C.   Are there legal reasons why this data cannot be transferred? If so, what are they and did you address them in the barriers and risk sections above?

There are no legal reasons why the data required for this investment cannot be transferred to the NFPORS.

D.   If this initiative processes spatial data, identify planned investments for spatial data and demonstrate how the agency ensures compliance with the Federal Geographic Data Committee standards required by OMB Circular A–16.

Current plans are to require FGDC compliant metadata that is produced by COTS.

E.   If this activity involves the acquisition, handling or storage of information that will be disseminated to the public or used to support information that will be disseminated to the public, explain how it will comply with your agency's Information Quality guidelines (Section 515 requirements)?

The data that NFPORS collects and reports is disseminated only to certified users and is not available to the public. However, there are discussions underway that might lead to publication of certain aspects of the data on public web sites such as fireplan.gov. This would only take place after the data has been completely vetted and determined to be ready for such visibility. The information would not be available directly from the secured datamart. An intermediate process would be put in place so that the datamart would remain secure.

F.   Managing business information means maintaining its authenticity, reliability, integrity, and usability and providing for its appropriate disposition. Address how the system will manage the business information (records) that it will contain throughout the information life cycle.

All data is secure, backed up and stored in compliance with industry standards.

II.A.3   Applications, Components, and Technology

A.   Discuss this major investment in relationship to the Service Component Reference Model Section of the FEA. Include a discussion of the components included in this major IT investment (e.g., Knowledge Management, Content Management, Customer Relationship Management, etc). For detailed guidance regarding components, please refer to http://www.feapmo.gov and the SRM Release Document.

Service Domain	Service Type	Component
Customer Services	Customer Relationship Management	Customer Analytics
Customer Services	Customer Relationship Management	Product Management
Customer Services	Customer Relationship Management	Customer / Account Management
Customer Services	Customer Preferences	Personalization
Customer Services	Customer Preferences	Profile Management
Customer Services	Customer Initiated Assistance	Online Help
Customer Services	Customer Initiated Assistance	Online Tutorials
Customer Services	Customer Initiated Assistance	Self-Service
Customer Services	Customer Initiated Assistance	Reservations / Registration
Process Automation Services	Tracking and Workflow	Process Tracking
Process Automation Services	Tracking and Workflow	Case / Issue Management
Business Management Services	Management of Process	Change Management
Business Management Services	Management of Process	Configuration Management
Business Management Services	Management of Process	Requirements Management
Business Management Services	Management of Process	Program / Project Management
Business Management Services	Management of Process	Governance / Policy Management
Business Management Services	Management of Process	Quality Management

Service Domain	Service Type	Component
Business Management Services	Investment Management	Strategic Planning & Management
Digital Asset Services	Content Management	Content Review and Approval
Digital Asset Services	Content Management	Tagging and Aggregation
Digital Asset Services	Knowledge Management	Information Retrieval
Digital Asset Services	Knowledge Management	Information Sharing
Digital Asset Services	Knowledge Management	Categorization
Digital Asset Services	Knowledge Management	Knowledge Capture
Digital Asset Services	Knowledge Management	Knowledge Discovery
Digital Asset Services	Knowledge Management	Knowledge Distribution and Delivery
Business Analytical Services	Analysis and Statistics	Modeling
Business Analytical Services	Analysis and Statistics	Predictive
Business Analytical Services	Analysis and Statistics	Forensics
Business Analytical Services	Visualization	Graphing / Charting
Business Analytical Services	Visualization	Mapping / Geospatial / Elevation / GPS
Business Analytical Services	Business Intelligence	Demand Forecasting / Management
Business Analytical Services	Business Intelligence	Decision Support and Planning
Business Analytical Services	Business Intelligence	Data Mining
Business Analytical Services	Reporting	Ad Hoc
Business Analytical Services	Reporting	Standardized / Canned
Business Analytical Services	Reporting	OLAP
Back Office Services	Data Management	Data Exchange
Back Office Services	Data Management	Data Mart
Back Office Services	Data Management	Data Warehouse
Back Office Services	Data Management	Extraction and Transformation
Back Office Services	Data Management	Data Recovery
Back Office Services	Development and Integration	Legacy Integration
Back Office Services	Development and Integration	Enterprise Application Integration
Back Office Services	Development and Integration	Data Integration
Support Services Domain	Security Management	Identification and Authentication
Support Services Domain	Security Management	Access Control
Support Services Domain	Security Management	Intrusion Detection
Support Services Domain	Security Management	Verification
Support Services Domain	Security Management	User Management
Support Services Domain	Security Management	Role / Privilege Management
Support Services Domain	Systems Management	License Management
Support Services Domain	Systems Management	Remote Systems Control
Support Services Domain	Systems Management	System Resource Monitoring

B.   Are all of the hardware, applications, components, and web technology requirements for this investment included in the Agency EA Technical Reference Model? If not, please explain.

DOI's and the USDA EA Technical Reference Models and IT Standards Profiles are currently in development. The table below shows the NFPORS standards to be compared against DOI's and FS standards upon final rollout of the EA documents.

NFPORS Alignment with Standards Profile

NFPORS Standards		DOI/FS Standards	
Platform			
Intel		TBD	
Operating System			

NFPORS Standards	DOI/FS Standards
Windows NT/2000	Windows NT/2000
AIX	TBD
Database	
Micosoft SQL Server	TBD
Oracle Enterprise Server	Oracle Enterprise Server
Web Server	
Microsoft IIS	TBD
Languages	
HTML 4 Standard	TBD
JavaScript	TBD
ActiveX	TBD
Java	TBD
Applications	
Cold Fusion	TBD
Brio Intelligence	TBD
Brio Insight	TBD
Web Browser	
Netscape 4.7 and above	TBD
Microsoft Internet Explorer 5.0 and above	TBD

C.   Discuss this major IT investment in relationship to the Technical Reference Model Section of the FEA. Identify each Service Area, Service Category, Service Standard, and Service Specification that collectively describes the technology supporting the major IT investment. For detailed guidance regarding the FEA TRM, please refer to http://www.feapmo.gov.

Service Area	Service Category	Service Standard	Service Specification	New Specification	New Specification Description	
Service Access and Delivery	Access Channels	Web Browser	Internet Explorer	No		[Edit] [Delete]
Service Access and Delivery	Access Channels	Web Browser	Netscape Communicator	No		[Edit] [Delete]
Service Access and Delivery	Service Requirements	Legislative / Compliance	Section 508	No		[Edit] [Delete]
Service Access and Delivery	Service Requirements	Legislative / Compliance	Security	No		[Edit] [Delete]
Service Access and Delivery	Service Requirements	Legislative / Compliance		Yes	Authentication/Single Sign-on	[Edit] [Delete]
Service Access and Delivery	Service Requirements	Legislative / Compliance		Yes	Hosting	[Edit] [Delete]
Service Access and Delivery	Service Transport	Supporting Network Services	Simple Mail Transfer Protocol (SMTP)	No		[Edit] [Delete]
Service Access and Delivery	Service Transport	Supporting Network Services	Lightweight Directory Access Protocol (LDAP)	No		[Edit] [Delete]

Service Access and Delivery	Service Transport	Supporting Network Services	Domain Name System (DNS)	No		[Edit] [Delete]
Service Access and Delivery	Service Transport	Service Transport	Transport Control Protocol (TCP)	No		[Edit] [Delete]
Service Access and Delivery	Service Transport	Service Transport	Internet Protocol (IP)	No		[Edit] [Delete]
Service Access and Delivery	Service Transport	Service Transport	Hyper Text Transfer Protocol (HTTP)	No		[Edit] [Delete]
Service Platform and Infrastructure	Delivery Servers	Web Servers	Internet Information Server	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Software Configuration Management	Version Management	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Software Configuration Management	Defect Tracking	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Software Configuration Management	Issue Management	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Software Configuration Management	Task Management	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Software Configuration Management	Change Management	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Software Configuration Management	Requirements Management and Traceability	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Test Management	Functional Testing	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Test Management	Business Cycle Testing	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Test Management	Usability Testing (508 Testing)	No		[Edit] [Delete]
Service Platform and Infrastructure	Software Engineering	Test Management	Configuration Testing	No		[Edit] [Delete]
Service Platform and Infrastructure	Database / Storage	Database	Oracle	No		[Edit] [Delete]
Service Platform and Infrastructure	Database / Storage	Database	SQL Server	No		[Edit] [Delete]
Service Platform and Infrastructure	Database / Storage	Storage	Network-Attached Storage (NAS)	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Servers / Computers	Enterprise Server	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Embedded Technology Devices	Random Access Memory (RAM)	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Embedded Technology Devices	Hard Disk Drive	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Embedded Technology Devices	Microprocessor	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Embedded Technology Devices	Redundant Array of Independent Disks (RAID)	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Local Area Network (LAN)	Ethernet	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Network Devices / Standards	Switch	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Network Devices / Standards	Network Interface Card (NIC)	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Network Devices / Standards	Gateway	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Network Devices / Standards	T1/T3	No		[Edit] [Delete]
Service Platform and Infrastructure	Hardware / Infrastructure	Network Devices / Standards	Firewall	No		[Edit] [Delete]
Component Framework	Presentation / Interface	Static Display	Hyper Text Markup Language (HTML)	No		[Edit] [Delete]
Component Framework	Presentation / Interface	Content Rendering	Cascading Style Sheets (CSS)	No		[Edit] [Delete]

Component Framework	Data Management	Database Connectivity	Open Database Connectivity (ODBC)	No		[Edit] [Delete]
Component Framework	Data Management	Reporting and Analysis	Online Analytical Processing (OLAP)	No		[Edit] [Delete]
Service Interface and Integration	Interoperability	Data Format / Classification	eXtensible Markup Language (XML)	No		[Edit] [Delete]

D.   Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc). If so, please describe.

A subset NFPORS data (e.g. annual reports) may eventually be linked to FirePlan.gov.

E.   Financial Management Systems and Investments, as indicated in Part One, must be mapped to the agency's financial management system inventory provided annually to OMB. Please identify the system name(s) and system acronym(s) as reported in the most recent systems inventory update required by Circular A-11 Section 52.4.

NFPORS is not a financial management system.

II. B.   Security and Privacy

In order to successfully address this area of the business case, each question below must be answered at the investment (system/application) level, not at a program or agency level. Simply referring to security plans or other documents is not an acceptable response. For IT investments under development, security planning must proceed in parallel with the development of the system to ensure that IT security requirements and costs for the lifecycle of the investment are identified and validated. All IT investments must have up-to-date security plans and be fully certified and accredited prior to becoming operational. Anything short of a full certification and accreditation indicates that identified IT security weaknesses remain and need to be remediated and is therefore not adequate to ensure funding for the investment. Additionally, to ensure that requests for increased IT security funding are appropriately addressed and prioritized, the agency must identify: 1) current costs; 2) current IT security performance gaps; and 3) how the funding request will close the performance gaps. This information must be provided to OMB through the agencies' plan of action and milestone developed for the system and tied to the IT business case through the unique project (investment) identifier.

In addition, agencies must demonstrate that they have fully considered privacy in the context of this investment. Agencies must comply with Section 208 of the E-government Act and forthcoming OMB implementing guidance and, in appropriate circumstances, conduct a privacy impact assessment that evaluates the privacy risks, alternatives and protective measures implemented at each stage of the information life cycle. Agencies should utilize the guidance provided in the OMB Memoranda in conducting the PIA and submit a copy, using the unique project (investment) identifier, to OMB at PIA@omb.eop.gov.

II.B.1. How is security provided and funded for this investment (e.g., by program office or by the CIO through the general support system/network)?

Security is funded through the cost-plus contract awarded to Booz Allan Hamilton for this project by the program office.

A.   What is the total dollar amount allocated to IT security for this investment in FY 2005? Please indicate whether an increase in IT security funding is requested to remediate IT security weaknesses, specifying the amount and a general description of the weakness.

The total dollar amount allocated for security in FY05 is estimated at $100K (constant year dollars). Because this initiative should have achieved full operational capability in that year, this amount includes costs for recurring training and re-certification.

In addition to these initial costs, this project has budgeted for recurring re-certification and accreditation costs to ensure system optimal system security throughout the project life cycle.

II.B.2   Please describe how the investment (system/application) meets the following security requirements of the Federal Information Security Management Act, OMB policy, and NIST guidelines:

A.   Does the investment (system/application) have an up-to-date security plan that meets the requirements of OMB policy and NIST guidelines? What is the date of the plan?

Yes. The Security Plan is up to date as of July 1, 2003.

B.   Has the investment been certified and accredited (C&A)?   Note: Certification and accreditation refers to a full C&A and does not mean interim authority to operate. Additionally, specify the C&A methodology used (e.g., NIST guidelines) and the date of the last review.

The Certification and Accreditation process is in place. It is being conducted under contract with SRA International. The completion of the C&A is identified as a critical project milestone scheduled for completion prior to rollout and will be complete by June 1, 2004. This security plan will meet the requirements of OMB policy and NIST guidance.

In the interim, the program office is seeking an Interim Authority to Operate (IATO) that will be in place until the C&A is complete. The Interim Approval to Operate will be in place by October 15 2003. The work was underway as of April 2003.

C.   Have the management, operational, and technical security controls been tested for effectiveness? When were most recent tests performed?

Yes. In June 2003.

Physical Security: The facility that houses the system provides personnel access controls.

Network Security: There is a network firewall (hardware). Vulnerability assessment scans are routinely run each month (Eeye- retina network security scanner is the security assessment scanner). The scanner is updated regularly to ensure that the latest patches are in place. The scanner detects intrusions such as port scans and open ports.

The NFPORS database is not publicly available. It is on a private network

Application Security: Application-based internal vulnerability assurances are built in to the program code. These control help to ensure internal data integrity and reduce the possibility of hack attacks such as SQL injection attempts.

D.   Have all system users been appropriately trained in the past year, including rules of behavior and consequences for violating the rules?

Over 600 system users have been trained to use the system and received guidance on security procedures that are specific to obtaining account privileges and accessing the system. Account administrators are in place in every bureau and regional office. These administrators have received instruction in the security procedures that are in place and the rules that must be followed when granting access to the system.

Overall, the Department requires IT security certification for all employees with the identified need.

E.   How has incident-handling capability been incorporated into the system or investment, including intrusion detection monitoring and audit log reviews? Are incidents reported to DHS' FedCIRC?

Event logs are monitored. Intrusion detection software will being installed before July 15, 2003. After that date, whenever new files appear or existing files are altered, the changes will be detected and reported to the system administrator. (Trip Wire is the intrusion detection software

Incident may be reported the GSA's FedCIRC. The training activities identified above will ensure that users understand procedures of handling and reporting incidents. Additionally, this project will evaluate security technologies and strategies for detecting and reporting incidents at the Agency level and ultimately to the GSA FedCIRC.

F.   Is the system operated by contractors either on-site or at a contractor facility? If yes, does any such contract include specific security requirements required by law and policy? How are contractor security procedures monitored, verified, and validated by the agency?

The system is operated by contractors at contractor facilities. Their contract includes specific site security requirements that are required by law and policy. An on-site evaluation of the service facility is being conducted as part of the Department's current effort to obtain IATO.

II.B.3   How does the agency ensure the effective use of security controls and authentication tools to protect privacy for those systems that promote or permit public access?

NFPORS does not permit public access to data.

II.B.4   How does the agency ensure that the handling of personal information is consistent with relevant government-wide and agency policies?

This project does not require access to personal information.

II.B.5   If this is a new or significantly altered investment involving information in identifiable form collected from or about members of the public, has a Privacy Impact Assessment (PIA) for this investment been provided to OMB at PIA@omb.eop.gov with the investment's unique project (investment) identifier.

A Privacy Impact Assessment (PIA) is complete and available upon request.

II. C. Government Paperwork Elimination Act (GPEA)

II.C.1   If this investment supports electronic transactions or record-keeping that is covered by GPEA, briefly describe the transaction or record-keeping functions and how this investment relates to your agency's GPEA plan.

This projects directly supports electronic transactions and record keeping covered by GPEA. GPEA requires that by October 21, 2003, federal agencies provide individuals or entities that deal with agencies the option to submit information or transact with an agency electronically, and to maintain records electronically when practical. Specifically, there are four types of transactions regulated by GPEA legislation and they are listed below.

- Information collections covered by the Paperwork Reduction Act (PRA)
- Interagency reporting requirements
- Information products that agencies disseminate to the public
- Other transactions deemed important by individual agencies

Improving process workflow, report dissemination, information collection, and/or electronic record keeping will lessen the paperwork burden the wildland fire management agencies place on their employees. Furthermore, improvements in these areas will not only support GPEA requirements, but they will streamline current processes and improve accessibility of relevant information for authorized individuals.

Report Dissemination – NFPORS will significantly reduce the burden of manually assembling Bureau, Agency, and joint National Fire Plan accomplishment reports to Congress. NFPORS will provide a tool for collecting and reporting data required for managing and evaluating work performed under the National Fire Plan.

Information Collection – NFPORS will capture required workload and performance related information using an automated reporting tool thereby improving the current process (typically accomplished through phone calls). NFPORS will require that data be entered once at the field level and consolidated using an automated tool.

Electronic Record Keeping – NFPORS will store information using an integrated electronic environment making information readily accessible and available.

II.C.2   What is the date of your GPEA plan?

NFPORS is not included in the GPEA Plan.

II.C.3   Identify any OMB Paperwork Reduction Act (PRA) control numbers from information collections that are tied to this investment.

No OMB PRA control numbers are specifically tied to this project.