

Exhibit 21

Information/Action Item

Update on the Grant Delivery System Modernization Project

Exhibit 21.1 presents the project schedule chart showing a high-level summary of our progress on key deliverables for the Grant Delivery System Modernization Project in 2015-16.

As noted in the chart, at line 28, consultation with stakeholders will be part of the planning for business requirements. (See Section 2.4, Solution Requirements.) The completion date for Section 2.4 is scheduled for December 2015.

The chart omits certain information that is not necessary for this high-level presentation. Therefore, the line numbers have gaps in the numerical order.

Staff will provide an oral update on the project at the meeting.

Responsible Person(s): Janet McDuffie, Chief
Administration and External Affairs Division

Exhibit 21.1

2015-16 Grant Delivery System Modernization Project Schedule				
(as of March 26, 2015)				
Line	ITEM	Percent Complete	Start Date	Date Due
1	Project Management Plans	7%	1/26/2015	6/30/2015
2	Human Resources and Staffing	80%	2/23/2015	4/15/2015
3	Requirements	80%	2/23/2015	4/15/2015
4	Communication	15%	3/19/2015	4/15/2015
5	Risk Management	80%	3/11/2015	4/15/2015
6	Quality	40%	1/26/2015	5/15/2015
7	Cost	0%	4/1/2015	5/15/2015
8	Schedule	0%	4/1/2015	5/15/2015
9	Contract (Project Manager & IV&V)	40%	3/9/2015	5/15/2015
10	Scope	0%	5/1/2015	5/31/2015
11	Additional Plans	0%	5/1/2015	6/30/2015
12	Project Charter	0%	4/1/2015	4/30/2015
13	Project Team	21%	3/3/2015	4/30/2015
14	Interim Team	100%	3/3/2015	3/10/2015
15	On-going Team	100%	4/15/2015	3/10/2015
16	Project Manager (Vendor RFO)	0%	5/1/2015	5/31/2015
17	IV&V (Vendor RFO)	0%	5/1/2015	5/31/2015
18	New Staff Recruitment	0%	7/1/2015	8/3/2015
19	Stage 2 Analysis of Alternatives	39%	1/15/2015	12/1/2015
20	Section 2.1 General Information	100%	1/15/2015	2/26/2015
21	Section 2.2 Submittal Information	100%	1/15/2015	2/26/2015
22	Section 2.3 Baseline Process and Systems	100%	1/15/2015	2/26/2015
28	Section 2.4 Solution Requirements (Includes development of business requirement with stakeholder consultation)	3%	1/15/2015	12/1/2015
33	Section 2.5 Assumptions and Constraints	60%	1/15/2015	3/9/2015
34	Section 2.6 Dependencies	0%	1/15/2015	4/17/2015
35	Section 2.7 Market Research	100%	1/15/2015	2/11/2015
39	Section 2.8 Alternative Solutions	87%	1/15/2015	3/18/2015
48	Section 2.9 Recommended Solution	75%	1/15/2015	3/11/2015
56	Section 2.10 Staffing Plan	34%	1/15/2015	3/25/2015
66	Stage 3 Request for Proposal	0%	5/1/2015	3/4/2016
68	Request for Proposal	0%	12/1/2015	6/30/2016