QUALIFIED PROJECT MANAGER APPROVAL

STATE OF NORTH DAKOTA
SFN 60137 (2-2016)

This form only has to be completed one time per project manager.

Department Name	Department Number
Contact Person	Telephone Number

Project Manager

Name	Employer
PMP Number	PMP Original Grant Date

Project Manager Experience

List the projects the project manager has managed or co-managed that had a budget of $500,000 and over. Please note that a project manager must meet the following qualifications to manage a major information technology project:

Major Information Technology Projects with a Budget Between $500,000 and $1,000,000
The project manager must demonstrate past experience managing at least one project of similar size, scale or complexity, or multiple projects of a lesser size, scale and complexity.

Major Information Technology Projects with a Budget Over $1,000,000 that Requires Only One State Project Manager and One Vendor Project Manager
The state project manager is required to have previously managed an information technology project which has spanned a 12-month timeline, been subject to STD009-05, and had complexities requiring coordination of work between multiple entities. The project manager must hold the project management professional credential (PMP) and have sufficient experience in North Dakota project management practices or similar methodologies.

Major Information Technology Projects with a Budget Over $1,000,000 with Multiple Project Managers (beyond a single state and single vendor project manager scenario)
The primary project manager must have previously managed or co-managed an information technology project budgeted for at least $1,000,000, which must have spanned at least a 12-month timeline, been subject to STD009-05, and had complexities requiring coordination of work between multiple entities. The primary project manager must hold the project management professional credential (PMP) and have sufficient experience in North Dakota project management practices or similar methodologies.

Project Name	Project Budget	Project Length (in months)
Description		
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Description		
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Description		

Describe the experience the project manager has in North Dakota project management practices.	
Signature	Date

ND Chief Information Officer

The ND CIO must approve that the project manager assigned to a major project (as defined by NDCC 54-59-32 and by NDCC 54-35-15) meets the “qualifications established by the department” which are described above in this form. Approval indicates that the ND CIO believes the project manager experience submitted on this form meets the qualifications established by the department (ITD) and that the project manager may serve to the capacities that have been checked. Denial indicates that the ND CIO believes the project manager experience submitted on this form does not meet the qualifications established by the department (ITD) and should not manage a major IT project until additional experience and/or training is gained.

☐ Approve $500,00 to $1,000,000	☐ Approve > $1,000,000 (non-primary scenario)
☐ Approve > $1,000,000 (primary scenario)	☐ Deny
Conditions/Explanation	
Signature	Date