NDFoods 4.0 Project Closeout Report

Submitted to Large Project Oversight on 10/08/2019

GENERAL INFORMATION

Project Name: North Dakota Foods 4.0

Agency Name: North Dakota Department of Public Instruction

Project Sponsor: Linda Schloer

Project Manager: Aaron Kielhack

SCHEDULE AND COST METRICS

	Baseline Start Date	Baseline End Date	Baseline Budget	Actual Finish Date	Schedule Variance	Actual Cost	Cost Variance
Original Baseline	11/19/2018	09/30/2019	$562,394	09/30/2019	0%	$194,321	58.2% Under
Final Baseline		09/30/2019	$562,394	09/30/2019	0%	$194,321	58.2% Under

MAJOR SCOPE CHANGES

There were twenty-six project deliverables in total including ten scope changes (enhancements to NDFoods) added during the Execution Phase. The changes fit within the baseline budget and schedule.

OBJECTIVES

Business Objective	Measurement Description	Met/ Not Met	Measurement Outcome
1.1 NDFoods will edit check claims from for-profit CACFP Centers NDFoods will determine if the claim is eligible for reimbursement in that claim month.	CACFP claims from for-profit centers will not be approved if their child participation data doesn't meet the required threshold of low-income eligibility.	Met	The process is now in place for CACFP claims from for-profit centers to not be approved if their child participation data doesn't meet the required threshold of low-income eligibility.
2.1 Streamline state match payments between NDFoods and PeopleSoft	Decrease by 50% the time needed to compile input data in NDFoods to be picked up by PeopleSoft for payment.	Met	Successfully decreased by 50% the time needed to compile input data in NDFoods to be picked up by PeopleSoft for payment.
3.1 Increase accuracy of data pulled for reports.	Upon implementation reports will populate data in NDFoods with 100% accuracy.	Met	The reports populated data in NDFoods with 100% accuracy.
3.2 Add search criteria to Site Details and Claims by Meals	Staff will be able to create report of specific Sites and Claims – such as Private non-profit CACFP claims	Met	Staff can create report of specific Sites and Claims – such as Private non-profit CACFP claims
4.1 Change calculation of SCH entitlement to total number of meals served in prior year times SCH Per-Meal rate. This rate will also be used to calculate allocation of State Match	SCH entitlement will be determined using the correct calculation process.	Met	SCH entitlement is being determined using the correct calculation process.

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POST-IMPLEMENTATION REPORT

Post-Implementation Reports are to be performed after a project is completed. A "PIR" is a process that utilizes surveys and meetings to determine what happened in the project and identifies actions for improvement going forward. Typical PIR findings include, "What did we do well?" "What did we learn?" "What should we do differently next time?"

Lesson Learned, Success Story, Idea for Next Time, Etc.	
Iterations were long (six weeks)	Maybe have shorter iterations for future (will need to test)
Scope	Completed twice as much than was originally planned for the project
	Flexibility with scope helped too with the project – this helped with the estimations
Team	Team has been very helpful – having a set team of developers made a big difference
	Good to have a point person/ product owner in the business (Scott) - very knowledgeable and always responded quickly – helps with the communication process/ testing – made it easier for both sides of the team
	Giving tasks to people who know those areas of the system helped – knowledge areas
	Scott and Jim were able to help the developers with questions regarding the system – kept them moving- no slowdowns
	Business did a much better job in providing details about what was needed
	Testing went well – both Scott and Melissa had it down – the extra testing area was another positive
Project Management/ Management	Weekly status meetings kept the communication going for the team – made them working sessions as well not just status
	Functional and Project Management change over went smoothly thanks to the set-up of the project – plus had strong technical lead (Jim)
	Iterations kept everyone focused and organized
	Communication process was greatly improved with 4.0
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Development	Would like to have some (if not all) of the same NDIT resources to work on future ND Foods projects – use the same team