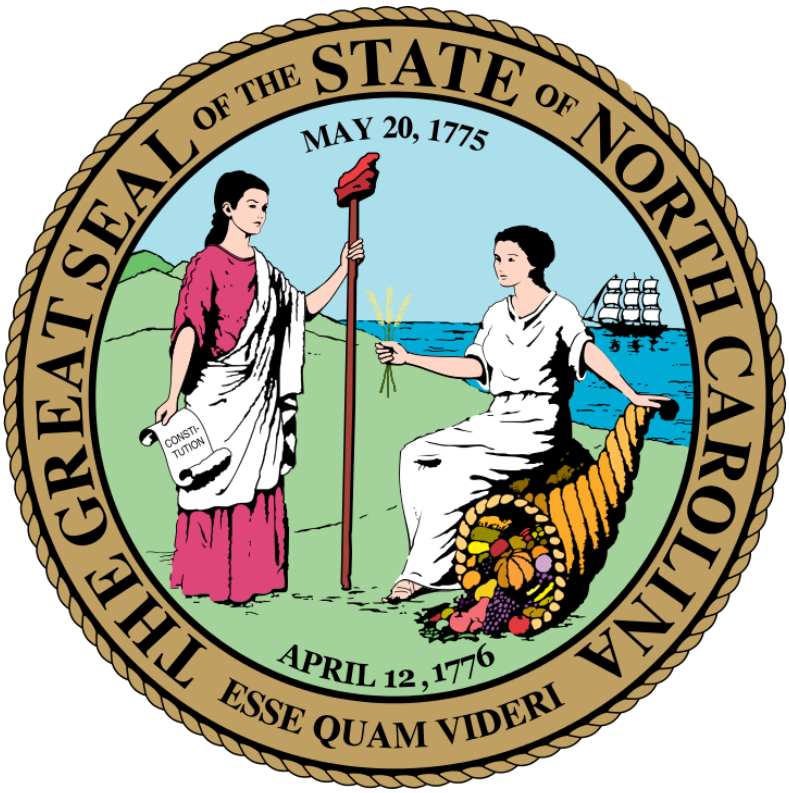
Agency Name

INFORMATION TECHNOLOGY PLAN FY 2027 - 2029



By

Agency CIO, Agency Name

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Instructions

This document provides guidance for completing the updated 2027-29 IT Plan template. Please be sure to review the entire document before beginning your 2027-29 IT Plan.

Agency IT Plans must cover a 5-year period, per G.S. § 143B-1330. These plans should align with the mission, goals, and objectives outlined in your agency strategic plan. The Office of State Budget and Management has revised its schedule for agency strategic plan submission, with plans now due in the spring of odd-numbered years. The 2027-29 IT Plan, due November 6, 2026, should align to the content of the existing agency strategic plan and can be updated when the new agency plan is submitted. When outlining projects and initiatives, include ongoing and new initiatives. Completed or discontinued initiatives should not be included in this document. Be sure to also document whether the project or initiative will require an expansion request.

More detailed instructions are embedded in the template outline below.

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1. Statewide Information Technology Goals

Below are the statewide IT goals for the 2027-2029 biennium.

1. **Efficiency:** Strengthen North Carolina by promoting transparency, improving operations, and achieving long-term savings.
2. **Collaboration:** Strengthen statewide collaboration to provide better, safer, and more cost-effective technology solutions for North Carolina.
3. **Safety**: Safeguard North Carolina's digital assets and infrastructure to deliver services that instill trust and confidence.
4. **Innovation:** Harness emerging technology to best serve North Carolina now and in the future.
5. **Access:** Empower North Carolinians to access, participate, and thrive in a digital society.

2. (Insert Agency Name) Strategic Plan Executive Summary and Goals

Include a high-level summary of your agency's strategic plan, including goals and objectives, here. These goals should be referenced later in the IT Plan initiative table.

3. (Insert Agency Name) IT Plan Initiative Table

The template document includes an embedded Excel file called **2027-29 Initiatives table.xlsm**. **You will need to enable macros when using this file**.

Please use this file to outline your IT programs, projects, or initiatives. **This will be the only place where you enter information about your initiatives this year.** Accordingly, we have expanded the information you should include so that all relevant information about your strategic initiatives can be entered into the spreadsheet. This spreadsheet has changed significantly from previous years. Please note the requirements:

Unchanged from previous years, provide the following information:

- *Whether your program/project/initiative is new*
- *A **brief** 1-2 sentence description of your initiative*
- *A justification for the initiative. Explain in more detail what your project entails, specifically documenting how it will support statewide IT goals*
- *How you will measure outcomes*
- *The required budget*
- *How it will be funded*
- *What agency and/or statewide IT goal(s) it supports,*
- *What procurement vehicle you expect to use, and*
- *When you expect it to begin and be completed.*

Note: you may select more than one category, funding type, funding source, and statewide IT goal.

New to the process this year, we are asking you to indicate whether the project fits into one of a few categories; you may choose multiple categories. Click "Other" if the project does not fit into any of those categories.

An example of the Excel table you will need to complete is included on the following page of this template.

Below is a screenshot example of the Excel table:

New Initiative? (select from dropdown)	IT Program, Project, or Initiative Name	Indicate whether your initiative falls into any of these categories:	Description	Supported Statewide IT Goal(s) (select from dropdown)	Supported Agency Goal(s)	Justification	Measurable Outcome	Budget Requirement ($)	Funding Type (select from dropdown)	Funding Source (select from dropdown)	Procurement Vehicle (select from dropdown)	Anticipated Start Date (X/X/XXXX)	Anticipated Completion Date (X/X/XXXX)
Yes	Project A (Provide a NAME for your project here)	Hardware Refresh	This is a brief 1-2 sentence description of the project. Do not just use the name of the project. Tell us what you plan to do.	Innovation - Harness emerging technology to best serve North Carolina now and in the future.	Agency goal 1: text	Explain in more detail what Project A entails, specifically documenting how Project A will support statewide IT goal of Innovation (to harness emerging technology to best serve North Carolina now and in the future) and Agency goal 1.	Explain how you will measure the progress/success of Project A towards achieving statewide IT goal of Innovation	$10,000,000	Recurring Non-Recurring	Existing appropriations Expansion request	Request for Proposals (RFP)	1/1/2027	12/1/2029
No	Program B	AI	This is a brief 1-2 sentence description of the project. Do not just use the name of the project. Tell us what you plan to do.	Collaboration - Strengthen statewide collaboration to provide better, safer, and more cost-effective technology solutions for North Carolina.	Agency goal 1: text Agency goal 2: text			$100,000	Recurring	Expansion request	Unknown at this time	12/1/2025	6/30/2028
Yes	Initiative C	Cybersecurity AI	This is a brief 1-2 sentence description of the project. Do not just use the name of the project. Tell us what you plan to do.	Innovation - Harness emerging technology to best serve North Carolina now and in the future. Collaboration - Strengthen statewide collaboration to provide better, safer, and more cost-effective technology solutions for North Carolina.	Agency goal 3: text			$50,000	Non-Recurring	Expansion request	Existing contract	7/1/2027	6/30/2028

4. (Insert Agency Name) Enterprise IT Opportunities

The purpose of this section is to learn about additional initiatives that your agency envisions, possible joint funding opportunities that the agency may be planning with other agencies, and other funding sources that could be utilized at the enterprise level. Please consider both IT and non-IT initiatives. Most initiatives that are enterprise in nature will likely require both business and IT resources.

4.1. Potential Initiatives

Describe any additional initiatives that your agency envisions and would like to take on but does not currently have the resources to undertake.

4.2. Collaborative Opportunities

Identify opportunities for statewide or inter-agency collaborative initiatives that would yield significant efficiencies or improve effectiveness in State programs.

Appendix A: (Insert Agency Name) IT Organizational Chart

Please insert your current organizational chart.

Appendix B: (Insert Agency Name) IT Accomplishments and Progress Review

Please update the table below with progress from your 2025-27 IT Plan.

	FY25-27 IT Program, Project, or Initiative	Description	Supported Agency Goal	Supported Statewide IT Goal	Progress Review	Anticipated Completion Date
1						
2						
3						
4						