Threshold Table for Administrative and Financial System Investments

Proposed agency investments that meet the minimum thresholds listed below must receive formal, written approval before beginning any administrative or financial solution modification, development, or acquisition.  The combined level of effort and cost thresholds for each business process category may be updated based on availability of enterprise solution functionality and ongoing modernization initiatives.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Function** | **​Business Capability** | **If Level of Effort Exceeds:** | **OR** | **If Hardware/ Software Costs Exceed:** |
| Finance | Accounting General Ledger  Accounts Payable  Accounts Receivable  GL Reconciliation  Cash Flows | 168 hours (1 person months) | <> | $0 |
|  | Asset Management | 168 hours (1 person months) | <> | $0 |
|  | Grants Management | 168 hours (1 person months) | <> | $10,000 |
| Management Accounting | Cost Accounting  Cost Estimate  Cost Management | 168 hours (1 person months) | <> | $0 |
| Budgeting | Budgetary Control  Performance Budgeting | 168 hours (1 person months) | <> | $10,000 |
| Human Resources | Appointment Change  Grievance  Hiring  Job Application  Job Classification  Recruitment  Retirement  Separation/Termination  Succession Planning  Telework/Flex work | 168 hours (1 person months) | <> | $10,000 |
|  | Payroll | 168 hours (1 person months) | <> | $10,000 |
|  | Time and Attendance  Scheduling | 168 hours (1 person months) | <> | $10,000 |
|  | Benefits Management  Diversity Management | 168 hours (1 person months) | <> | $10,000 |
|  | Travel Management | 168 hours (1 person months) | <> | $10.000 |
|  | Strategic Workforce Planning  Training/Development | 168 hours (1 person months) | <> | $10,000 |
| ​Procurement | Purchasing  Contracting  Vendor Management  Planning | ​168 hours (1 person months) | ​<> | ​$0 |
|  | Inventory Management  Inventory Control | ​168 hours (1 person months) | ​<> | ​$10,000 |
| ​Enterprise Risk Management |  | 168 hours (1 person months)​ | <>​ | ​$10,000 |
| ​Performance Audit |  | ​168 hours (1 person months) | <>​ | ​$10,000 |