



NEWSLETTER

ERP Program Update

Volume 3, December 18, 2015

Page 1



ERP program name follow –up

Thank you to all who submitted a name suggestion for the ERP program. We are currently reviewing these submissions and hope to make a decision shortly, so stay posted!

If you have any additional ideas for the ERP program name, please continue to submit entries.

Submit as many entries as you would like to Statewide.ERP@illinois.gov, and include the subject “ERP Program Naming Contest”.

BPD and FSD update

Blueprint and pilot agencies have been extremely hard at work reviewing the business process design (BPD) and functional specification design (FSD) documents in order to keep the Packet 1 solution design phase on schedule.

A special thank you goes out to all the pilot agencies whose ERP stakeholders have been working around the clock to review every BDP, FSD, and configuration values deliverable in addition to identifying and resolving major decisions required to ensure a successful pilot go-live.

This newsletter provides regular PMO updates regarding the Statewide ERP program. These updates will also be posted on the ERP website

Below are some common questions and answers regarding current ERP initiatives:

What are BPDs and how will they be used next year?

BPDs are one of the blueprints to the ERP system. They define business processes with activities mapped to SAP transactions, which will then be used to configure and develop the system.



EPA BPD review war room in progress

BPDs will be used next year in a number of ways. They identify RICEFW (reports, interfaces, conversions, enhancements, forms, and workflows) objects at a high level, which are identified State requirements that are not standard SAP configuration. As a result, each RICEFW object will require custom development.



ERP Program Update

Volume 3, December 18, 2015

Page 2



BPD and FSD update (continued)

In addition, standard configuration values are being collected and will be used as a playbook for environment configuration in January 2016. Finally, interface and conversion requirements are outlined in BPDs and will be used to identify interface/conversion build priorities.

What are FSDs and how will they be used next year?

Functional Specification Design (FSDs) documents are created for each identified RICEFW object and will provide details on State's requirements and development expectations. These documents will then be used by SI developers to complete the required custom development in early 2016.

What is the current status of BPDs and FSDs? When is the expected completion?

There are 73 BPDs that have been identified and scheduled for submission. As of December 18, 68 BPDs have been submitted and are currently in the formal agency review phase. The BPD review process is staggered to accommodate agencies and is on track to be completed by early January 2016.

The FSDs are currently being developed and submitted and will follow a formal review process. The timeline and calendar for all FSDs are still being finalized and will be shared with agencies soon, but the majority of FSD approvals will occur in January and February 2016.

Packet 2 workstreams

As 2015 draws to an end, we look forward to kicking off Packet 2 in early 2016! January will be a busy time after the holiday while we simultaneously wrap up Packet 1 solution design (remaining BPD and FSD approvals) and prepare for the Packet 2 kickoff.

Listed below are descriptions of go-live critical workstreams that will be ongoing in 2016 as part of Packet 2:

Key packet 2 milestones

	Description
Configuration and Development	<ul style="list-style-type: none"> SAP configuration (BPDs) Custom development specifications (FSDs)
Interfaces and Conversion	<ul style="list-style-type: none"> Conversion and interface development Data cleansing and integrity Mock conversions
Testing	<ul style="list-style-type: none"> Unit/Functional testing Integrated testing User acceptance testing
Training and change management	<ul style="list-style-type: none"> Curriculum development and training Communications Change enablement and role mapping
Technical architecture	<ul style="list-style-type: none"> Environment development Infrastructure development

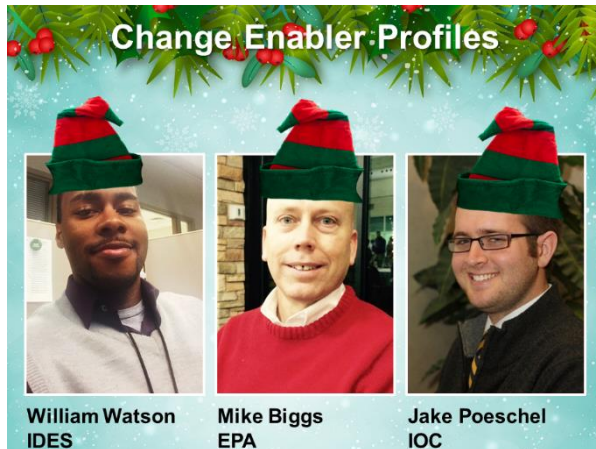
Starting in FY 2017, there will be parallel efforts to kickoff the cluster one agencies, as well as begin work on the Human Capital Management (HCM) solution design.



ERP Program Update

Volume 3, December 18, 2015

Page 3



ERP Spotlight - Change Enablers

William, Mike, and Jake were nominated as recipients of this month's Change Enablers award. The Change Enabler awards are given to those individuals who embody an optimistic, forward-looking outlook on how the ERP program will positively impact their agencies and individual daily work moving forward.

The PMO team wants to recognize these special "elves" who have been burning the midnight oil to help ensure our solution design timelines stay on track for a very fruitful holiday delivery!

If you have an individual in mind who is going above and beyond to help ensure that the ERP program will be successful, please submit a nomination to

Statewide.ERP@illinois.gov, and include the subject "Change enabler award nomination".

William Watson **IDES**

Why is ERP going to help both your agency and you?

The centralized scope of the ERP system will eliminate constraints relating to redundancy and timing. It will make us more efficient in terms of transactional processing, internal and external reporting, transparency and compliance. From an agency standpoint, we will be able to maximize the use of our resources more effectively and achieve agency goals much faster.

What are you excited about?

The most exciting thing about the ERP system is its sheer flexibility. I am certain that we can utilize its functionality to reach a level of operations that far exceeds expectations. Once the ERP system project is complete, I think it will give the State of Illinois a tremendous boost in efficiency overall.

Why is the hard work now going to be worth it in the long run?

The solution design phase sets the framework for the system's operations. This is a critical stage because it allows us to identify how current system's processes translate into the ERP system's processes. It also gives us the opportunity to optimize those processes so that we finish with the best result possible.

Mike Biggs **EPA**

What are you excited about?

I am excited to be part of this initiative that will make Illinois government more efficient and effective. As one of the pilot agencies, I am able to see firsthand how our agency will



ERP Program Update

Volume 3, December 18, 2015

Page 4

Mike Biggs (continued)
EPA

benefit. I look forward to working within an integrated system that has accounts payable, accounts receivable, procurement, grants and human resources, all in one system.

Jake Poeschel
IOC

What are you excited about?

The main takeaway from ERP that I am most excited about is the possibility for nearly all agencies to be on one uniform system. Everyone's hard work will prove its worth and value in ensuring this possibility. I feel the time and effort put towards the ERP project is exceptionally worth it. ERP SAP is our future, and we need that system to be capable of effectively encompassing all of our processes and procedures.

Thank you to Debbie Miller, Gregg Easterly, Carol Radwine, Linda Demore, and Maya Ganguly for providing great leadership as change champions for the pilot agencies.

In addition, we wanted to recognize all the non-pilot agencies who have been integral in designing a Statewide solution design.

The efforts from all pilot and blueprint agencies have been a testament to the dedication and program support that has been apparent from the onset.

Please remember to visit the website and distribute the following link to your agencies - [ERP Website](#)

We have updated the ERP website with all materials from the CRP sessions including handouts and meeting notes/follow-ups.

In addition, we have created a SAP glossary for key SAP terminology and associated definitions.

Starting in January, we will be publishing a key milestone calendar on the website to outline major activities ongoing on a weekly basis to better-help agencies actively manage ongoing milestones for parallel workstreams.

Thank you for your continued support and hard work throughout this ERP process. Please do not hesitate to reach out with any questions!

Happy holidays,



The Statewide PMO Team