EBD#12.8b/BARC#3.9

**ALA BARC/F&A FY19-FY25 Investment Update**

Date 10/8/2020

**Investment Area: IT**

**FY21-FY25 Strategic and Operational Priorities and Investments**

*What are your strategic and operational priorities in light of the five years’ (FY21-FY25)?* ***Uplift Financial Software to the Cloud; Perform Data Center as a Service (DCaas) Design; Purchase Business Intelligence Software and Implement; Implement CMS Replacement; Implement Single Sign-on Replacement Software; Purchase and Implement a new Learning Management System.***

***Original FY19 – FY25*** *– Total Investment Budget - $6,617,764*

***Requested Investment Budget:***

*$1,360,498 FY19 operating + capital*

*$764,713 FY20 Operating + Capital (additional positions, UX Manager investment and DBA replacement).*

*$931,138 FY20 Move Budget (Separate budget covered by the sale of the building)*

***Current FY19 – FY25*** *– Total Investment Budget - $4,384,833*

***Requested Investment Budget:***

*$1,360,498 FY19 operating + capital*

*$654,069 FY20 operating + capital*

*$2,370,266 FY21-FY25 Operating + Capital -* ***Savings $2,232,931 (achieved from reductions in investment costs and moving investments to future years).***

***FY20 Revised Total Estimated Move Budget:*** *$672,144 (separate budget from building sale)*

***Actual Spent:*** *$410,670.73*

***Remaining Budget :*** *$261,473.61*

***FY20 IT Budget***

As of February 2020, the YTD Actual is $1,815,400 and IT expenses are 3% or $53,827 over budget. In April 2020, we were asked to reduce expenses to cover the increased depreciation expense needed to amortize the capital overages for 2018 and 2019. We identified savings in IT of $159,850 which included savings of $18,750 in managed services, $50,000 in delay of moving the financial system to the cloud, $9,000 in Salesforce additional licenses, $65,100 in Office 365 charity pricing discounts, $15,000 in delay of enhancements to enterprise search, and $2000 in Data Center as a Service design consulting.

***FY21 IT Budget***

For FY21 we were asked to reduce operating and capital expenses by 5% or $187,682. In addition, the CIO IT investment position for FY21 for $185,000, the Director of Infrastructure for $139,475, User Experience Manager for $130,000, and the Internet Administrator positions for $72,828 were not filled due to the hiring freeze. This resulted in the IT budget being reduced to $3,162,709.

**FY21 – FY25 IT Investment Priorities**

*What are your top initiatives that your department plans to undertake in light of those priorities? What outcomes constitute success?*

***Perform Data Center as a Service (DCaas) Design and Implementation -*** *Reduction in server maintenance and support costs. Increase uptime of major systems.*

***Purchase and implement a new Learning Management System*** *– Increased efficiencies in delivery methods and tracking abilities for members, customers, and staff.*

***Uplift Financial Software to the Cloud -*** *Increased efficiencies in accessing the Finance system*

***Purchase Business Intelligence Software and Implement -*** *Creation of required number of standard reports. Reduce time to create reports and dashboards****.***

***CMS Implementation -*** *Creates the opportunity to organize content by topic with a focus on our external audience instead of organizing content by ALA's internal structure.*

***Investigate Single Sign-on Replacement Software -*** *Reduction in abandoned sites and increased customer and staff satisfaction thru surveys.*

**Key Assumptions/Risks/Opportunities**

*What assumptions are inherent in your plan? What risks are you watching in light of those assumptions? What additional opportunities do you anticipate may appear that may impact your plan?*

**The ALA financial constraints have impacted the IT investment budget. We have prioritized investment projects assuming the current reduced budget. Further budget reductions could put the plan at risk and result in deferred implementation of some parts of it. Also, Tracie’s pivot plan could impact IT priorities.**