# Project Closeout Report

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| **Project Name:** | Application Portfolio Management |
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| **TeamDynamix Project Number:** | 241116 |
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| **Project Type:** | OneIT |

## Project Overview

The application portfolio project aimed to create an Application Portfolio and implement a management process and use the Application Portfolio to evaluate the application landscape, identify business needs and priorities, and eliminate redundancy. An initial list of possible applications to consolidate was created at the inception of the project and used to track progress.

## Project Result

- Refactor Existing Applications – Complete
  - 120 applications were retired to date as a result of consolidations.
- Common Use Application Opportunities – Complete
  - This was tracked and reported alongside the project to Refactor Existing Applications.
- Service Catalog – Recommend to Operationalize
  - The portfolio was created in fall 2015. IT leaders updated their listings which were then merged to create the first full listing.
  - This requires ongoing maintenance and support to continue to provide value to campus on a regular basis.

## What went well?

- Application Development teams and other IT staff across campus collaborated to refactor existing applications
- IT leaders worked with APM team well to get the necessary information added to the portfolio

## What could have been improved?

The overall volume and diversity of campus software created a challenge that we didn't fully anticipate, both with regard to determining criteria at the UI and to comparing favorably with other institutions.

## Recommendations for Further Action

Continue implementation of remaining application consolidation, Bamboo for the President's Office, with direction from Romy's app dev team.

UI Checkout, an application created as a common use application for campus, has proven to meet the needs of several units on campus. Additional units could utilize the application with some modifications. We recommend that OneIT continue to invest in this application to maximize the value for campus.

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**Transfer of portfolio tool (Application Catalog) recommendation.**

**OneIT Application Portfolio Management**

**Scope of On-going Process**
The OneIT Application Portfolio Management team established a portfolio listing software (vended/cloud and internal) for campus. The application inventory and associated details and metrics must be regularly reviewed and updated. Ongoing work will continue in order to utilize the Application Portfolio to evaluate the application landscape, identify business needs and priorities, and eliminate redundancy through transparency and collaboration. Oversight or mechanism for handling installations of non-approved software is not within scope.

**Bi-Annual Process**

- Poll IT Leaders to update application portfolio listings.
- Request IT Leaders add more detailed descriptions as well as current version(s) and cost to existing listings.
- Must track number of apps retired and amount of money saved

**Resources Required**
Startup: Decide and implement technical tool

- Provide IT Leaders and their designate(s) ability to update assigned listings
- Web based reporting out bi-annually

Less than 10% of a person over a year:

- Facilitate bi-annual portfolio update including permissions for users and required reporting out. Less than 40 hours per update.
- Average less than 1.5 hrs/week reviewing and improving quality of data

**Future Opportunities**

- Increase campus requested features such as:
    - tracking of software license keys
    - track host servers (application and database)
    - track application technologies (db, programming language(s), frameworks, libraries)
- Work with additional IT Units/Processes to reduce overlap and increase collaboration, such as: Software Licensing, Procurement, ISPO, Identity Management, System Admin teams, Application Development teams
- Business Analyst
    - Dedicate resource for analysis
    - Increased meaning in metrics: ROI, TCO, TBV
    - Analyst engages with business users and provides impartial conclusions

**Definitions**
ROI: return on investment
TCO: total cost of ownership
TBV: tangible business value