

**APPENDIX B**  
**FEDERAL ELECTION COMMISSION**  
**IT STRATEGIC PLAN**  
**IT PERFORMANCE PLANS**  
**FY 2003-2008**  
**PURSUANT TO GPRA AND OMB A-11**  
**March 20, 2003**

**Submitted to Congress/OMB**

**Federal Election Commission**  
**IT Strategic Plan FY 2003-2008**  
**IT Performance Plans By Project FY 2003-2008**

In 1995, the Federal Election Commission (FEC) initiated a modernization program to re-engineer its automated systems infrastructure. Three major initiatives were launched: information technology (IT) modernization, point of entry, and electronic filing. These projects were designed to assist the FEC to perform its statutory mission and achieve its objectives and goals as defined in the FEC Strategic Plan. The goals of IT modernization are to enable FEC staff to work more efficiently by using more robust, comprehensive methodologies providing access to data and information. These goals will be achieved through migration to a client/server system to facilitate information requests, reduce copying and distribution of paper documents, streamline research, and manage workloads. The new system will permit FEC staff and external users to use FEC-generated data and information in a more flexible manner and will enable the FEC to realize the benefits achieved by electronic filing.

The Bipartisan Campaign Reform Act of 2002 (BCRA) required significant changes to the FEC IT systems, including the new client/server disclosure system, the electronic filing system, and many disclosure-related systems. Implementation of the final BCRA-related changes to the disclosure and electronic filing systems is expected in April 2003. Work will continue to make BCRA-related changes to the supporting systems throughout FY 2003. As a result of the resources required to make the required changes to multiple systems, work on other IT projects has been delayed. Some projects such as internal electronic voting for Commissioners and an electronic procurement system have been deferred to FY 2004. As FY 2003 progresses, other projects may be deferred to FY 2004 to ensure that the IT systems fully support the BCRA requirements.

To build on the client/server IT foundation, the FEC will begin the next phase of technology enhancements based on a Web-based portal definition project. Portals will be implemented in stages, with a planned beginning in late FY 2003 with completion in FY 2006. Portals will allow external and internal users of FEC information to retrieve data through Web-based dynamic retrieval and user-defined profiles that permit customized access to information. The implementation of the FEC portal will complete the integration of all FEC databases.

The IT Strategic Plan also includes the funding for the base IT programs for the Data Systems Development Division (DSDD) from FY 2003-2008. Although not part of the earmarked IT initiatives, these programs and activities are part of the IT system. The funds for these base programs are tracked separately from the earmarked IT initiatives.

## **IT Modernization**

### **FY 2003**

#### **Goals/Milestones**

##### **Migration to Client/Server Environment**

Implement disclosure database in client/server environment (December 2002)

Implement BCRA-mandated changes to the client/server disclosure database and electronic filing system (March 2003)

Implement Millionaire's Amendment to BCRA to the client/server disclosure database and electronic filing system (April 2003)

Initiate project to convert the budget/MIS/FTE functions to the client/server environment (July 2003)

Migrate disclosure-related systems and processes to client/server environment (September 2003)

Initiate expansion of the RAD automated review process (September 2003)

Initiate development of data mining project (September 2003)

Initiate document management program (September 2003)

Begin design and development of system for OCR scanning of non-electronically filed documents (September 2003)

Initiate Portal Development Project (September 2003)

##### **Case Management System**

Implement system enhancements (December 2002)

Expand installation of PC Docs (March 2003)

Design Litigation Notebook (September 2003)

##### **Other Projects**

Complete portals test pilot project (January 2003)

Upgrade LotusNotes software (July 2003)

#### **Costs**

Personnel: \$831,343, 10.0 FTE

Non-Personnel\*: \$3,358,500

\*Includes software and hardware licensing, maintenance, new equipment, and maintenance and licensing for equipment purchased in prior fiscal years

## **FY 2004**

### **Goals/Milestones**

#### **Migration to Client/Server Environment**

PeopleSoft accounting system software upgrade (October 2003)

Begin conversion of non-disclosure systems to Client/Server environment (January 2004)

Complete FEC-wide implementation of document management program (September 2004)

Develop on-line Commission voting and certifications (September 2004)

Complete project to convert the budget/MIS/FTE functions to the client/server environment (September 2004)

Complete the data-mining program (September 2004)

Complete OCR scanning for non-electronic filed documents (September 2004)

Complete expansion of the RAD automated review process (September 2004)

#### **Other Projects**

Compete and award IT services contract (incumbent is Cable & Wireless) (October 2003)

Upgrade communications equipment to support protocols in a fiber-optic environment (September 2004)

Replace and upgrade aging PCs (desktop and laptop computers) (September 2004)

### **Costs**

Personnel: \$853,630, 10 FTE

Non-Personnel\*: \$3,696,000

\*Includes software and hardware licensing, maintenance, new equipment, and maintenance and licensing for equipment purchased in prior fiscal years

## **FY 2005 –2008**

### **Goals/Milestones**

Complete conversion of non-disclosure systems to Client/Server architecture (FY 2005)

Replace and upgrade aging PCs (desktop and laptop computers) (FY 2005 & 2006)

Complete Portal Development Project (FY 2006)

Conduct on going needs assessments updates for FEC offices (Ongoing)

**Costs**

	Personnel	Non-Personnel*	Total
FY 2005	\$ 896,963	\$3,152,500	\$4,049,463
FY 2006	\$ 933,148	\$3,216,500	\$4,149,648
FY 2007	\$ 970,741	\$2,324,000	\$3,294,741
FY 2008	\$1,019,278	\$2,556,000	\$3,575,278

\*Includes software and hardware licensing, maintenance, new equipment, and maintenance and licensing for equipment purchased in prior fiscal years

**Point Of Entry Operations**

The point of entry program allows the US Senate to transmit electronically campaign finance reports to the FEC for presentation on the Internet. System operations are performed by current staff, supplemented by overtime and temporary services during peak filing periods.

**FY 2003**

**Goals/Milestones**

Maintain the high-speed communications interface between the FEC and the Senate that transmits scanned images from the Senate to the FEC imaging system. (Ongoing)

Maintain high-speed scanning capability and the nightly process to migrate all indexed images stored in the FEC digital imaging system to the Web for global retrieval (Ongoing)

Provide the U.S. House of Representatives Records and Registration Office with the capability to retrieve images from FEC digital imaging system (Ongoing)

Provide Internet capability to retrieve images of all reports filed electronically or from the FEC digital imaging system. (Ongoing)

**Costs**

Personnel: \$83,134, 1.0 FTE

Non-Personnel\*: \$74,500

\*Includes equipment, maintenance, licensing, and contract services

**FY 2004-2008**

**Goals/Milestones**

No change from FY 2003

**Costs**

	Personnel	Non-Personnel*	Total
FY 2004	\$ 85,363	\$100,500	\$185,863
FY 2005	\$ 89,696	\$107,000	\$196,696
FY 2006	\$ 93,315	\$103,000	\$196,315
FY 2007	\$ 97,074	\$110,000	\$207,074
FY 2008	\$101,928	\$118,000	\$219,928

\*Includes software and hardware licensing, maintenance, new equipment, and maintenance and licensing for equipment purchased in prior fiscal years

**Electronic Filing Project**

Mandatory electronic filing began with activity in calendar year 2001. Funding operates, maintains, and enhances the electronic filing system, including the RAD automated review process.

**FY 2003**

**Goals/Milestones**

Implement all BCRA-related changes to the RAD automated review process (April 2003)

Continued development of RAD integrated, automated review of electronically filed data (Ongoing)

Maintain, support, and enhance electronic filing system (Ongoing)

**Costs**

Personnel: \$ 207,836, 2.5 FTE

Non-Personnel\*: \$1,377,000

\*Includes software and hardware licensing, maintenance, training, technical support, processing electronic filings and storage

**FY 2004-2008**

**Goals/Milestones**

Maintain, support, and enhance electronic filing system (Ongoing)

**Costs**

	Personnel	Non-Personnel*	Total
FY 2004	\$213,407	\$1,441,000	\$1,654,407
FY 2005	\$224,241	\$1,155,500	\$1,379,741
FY 2006	\$233,287	\$1,170,500	\$1,403,787
FY 2007	\$242,685	\$1,186,000	\$1,428,685
FY 2008	\$254,819	\$1,202,000	\$1,456,819

\*Includes software and hardware licensing, maintenance, training, technical support, processing electronic filings and storage

### **Base DSDD IT Budget**

The base DSDD budget maintains and supports the IT operations of the FEC, including operation and support for the on-going IT programs covering an extensive inventory of legacy systems for both Disclosure and Compliance operations, support for informational and educational outreach efforts, and support for the financial and administrative operations of the Commission. The base DSDD budget provides support for 40.5 FTE, including all travel, training, printing, supplies, and other basic support.

### **FY 2003-2008**

#### **Goals/Milestones**

Maintain FEC computer infrastructure, upgrading computer servers and communications networks where necessary to support growing Commission needs (Ongoing)

Operate base IT systems, including servers and desktop equipment (Ongoing)

Perform manual data coding and entry for committees below the electronic filing threshold; support Electronic Filing Program (Ongoing)

Operate IT help desk and perform IT training for FEC staff (Ongoing)

Maintain all legacy IT programs and systems (Ongoing)

Provide IT support for the Disclosure and Compliance Programs (Ongoing)

Provide IT support for the Public Funding Program (Ongoing)

Integrate legacy IT systems with new developmental projects (Ongoing)

#### **Costs**

Personnel	Non-Personnel	Total
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FY 2003	\$3,333,687	\$1,243,000	\$4,576,687
FY 2004	\$3,457,200	\$1,283,500	\$4,740,700
FY 2005	\$3,632,700	\$1,345,000	\$4,977,700
FY 2006	\$3,779,250	\$1,400,000	\$5,179,250
FY 2007	\$3,931,500	\$1,456,000	\$5,387,500
FY 2008	\$4,128,075	\$1,514,000	\$5,642,075