

# Project Closeout Report

Presented to the IT Committee November 16, 2007

**Project Name:** TANF Diversion

**Agency:** Department of Human Services

**Business Unit/Program Area:** Temporary Assistance for Needy Families (TANF)

**Project Sponsor:** TANF/Blaine Nordwall and Carol Cartledge

**Project Manager:** Kevin Janes

Project Objectives	Measurements	
	Met/ Not Met	Description
<ul style="list-style-type: none"> <li>TANF Diversion cases would be excluded from 60 month lifetime limit.</li> </ul>	Yes	We modified our software application so that Diversion cases would not be counted towards the 60 month limit and thus accomplished our business objective.
<ul style="list-style-type: none"> <li>Be able to track TANF Diversion Cases and be able to see which families left assistance or became cases in TANF.</li> </ul>	Yes	We are able to track Diversion cases in our system by accessing the data.
<ul style="list-style-type: none"> <li>Diversion Cases should not be referred to Child Support or ND Health Tracks</li> </ul>	Yes	Child Support and ND Health Tracks do not receive referrals from TANF Diversion cases.
<ul style="list-style-type: none"> <li>Diversion Cases should be referred to Job Service</li> </ul>	Yes	Job Service does receive referrals from TANF Diversion.
<ul style="list-style-type: none"> <li>A Diversion Assistance Case is not included on the Federal TANF report.</li> </ul>	Yes	We modified the program that sends information to the Federal Government to exclude diversion cases.
<ul style="list-style-type: none"> <li>These changes to the application needed to be completed by August 4<sup>th</sup> in order to meet Federal Requirements.</li> </ul>	Yes	We met this goal and thus did not lose federal monies.
<ul style="list-style-type: none"> <li>The Information Technology Department (ITD) did a system test and System Support and Development (SSD) did a more thorough test to ensure the system was working properly before releasing this to the state eligibility workers.</li> </ul>	Yes	By performing these tests and correcting errors before going live, we were able to make the system perform the way it was intended and were able to provide a high quality product to our end users.

Schedule Objectives			
Met/ Not Met	Scheduled Completion Date	Actual Completion Date	Variance
Met	August/2006	August/2006	On Schedule

Budget Objectives			
Met/ Not Met	Baseline Budget	Actual Expenditures	Variance

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Met	Original = \$241,168 Revised = \$244,972	\$146,701	Under Original Budget by \$94,467 Under Revised Budget by \$98,271
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Major Scope Changes
None

Lessons Learned
<ul style="list-style-type: none"> <li>The great team effort and detailed analysis/planning allowed us to eliminate the need to expend much of the risk contingency funding. It also helped us complete tasks in less time than anticipated, reducing costs and keeping us on schedule.</li> <li>Because the schedule was so aggressive, we all knew that we had to work quickly and as a team. Management committed the resources and people to make it possible for this project to be successful.</li> </ul>

Success Story																										
<p>We were required to have TANF Diversion in Production by August/2006 in order to keep all of our Federal Funding. TANF allows an individual to receive benefits for a total of 60 months. We had to make sure that Diversion cases did not get counted toward the 60 month total or reported to the Federal Government because Diversion Payments are considered non-assistance cases according to TANF Federal Regulations. Diversion cases are being referred to Job Service but are not being referred to Child Support Enforcement. This project was completed on time and under budget and was tested to ensure the system functioned as required.</p> <p>Below are the numbers for Diversion assistance. This includes all active cases.</p> <p>Diversion Assistance</p> <table style="width: 100%; border: none;"> <tr><td style="width: 15%;">08-06</td><td style="width: 15%;">187</td></tr> <tr><td>09-06</td><td>407</td></tr> <tr><td>10-06</td><td>416</td></tr> <tr><td>11-06</td><td>450</td></tr> <tr><td>12-06</td><td>469</td></tr> <tr><td>01-07</td><td>433</td></tr> <tr><td>02-07</td><td>428</td></tr> <tr><td>03-07</td><td>436</td></tr> <tr><td>04-07</td><td>476</td></tr> <tr><td>05-07</td><td>452</td></tr> <tr><td>07-07</td><td>473</td></tr> <tr><td>08-07</td><td>475</td></tr> <tr><td>09-07</td><td>425</td></tr> </table>	08-06	187	09-06	407	10-06	416	11-06	450	12-06	469	01-07	433	02-07	428	03-07	436	04-07	476	05-07	452	07-07	473	08-07	475	09-07	425
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