

**REQUIREMENTS**

(Revised 12/13)

The California Department of Technology may impose conditions on information technology (IT) activity expenditures for individual departments or for specific IT activities. Such conditions must be met to gain or continue receiving Department of Finance (Finance) support for the IT activity expenditures.

Department of Technology approval is required prior to the commitment of resources to procure, develop, or implement a new IT activity and/or modify an existing IT activity that:

1. Has estimated total development and acquisition costs above a Department of Technology-established delegated cost threshold and does not meet the criteria of a desktop and mobile computing commodity expenditure (see SAM Sections 4989 through 4989.3);
2. Is a new system development or acquisition that is specifically required by legislative mandate or is subject to special legislative review as specified in budget control language or other legislation;
3. Involves a Finance budget action to fund all or part of the IT activity expenditures; or
4. Meets conditions previously imposed by the Department of Technology.

Note that all formal IT solicitations, as defined in SAM 4819.31(8), must be submitted to the Department of Technology for review prior to release to the public. In addition, departments are responsible for reporting to the Department of Technology the completion of an IT activity that meets one or more of the criteria listed above and the expenditures associated with that activity (see SAM Section 4947).

Splitting an IT activity into smaller components to avoid fiscal reporting requirements and controls is prohibited.

See SAM Sections 4800 through 5180 and Sections 5300 through 5365.3, and the Statewide Information Management Manual (SIMM), for statewide policy and process instructions for IT activities.