

**SAM – INFORMATION TECHNOLOGY  
(California Department of Technology)**

**EXPENDITURES FOR ONGOING INFORMATION  
TECHNOLOGY ACTIVITIES**

**4819.40**

(Revised 1/2016)

Expenditures in support of an ongoing IT activity will normally not require Department of Technology approval provided that:

The activity meets the definition of previously approved project/effort as defined in SAM Section 4819.2:

*Applicable activities include meeting modified needs, improving the effectiveness of the activity, program or system maintenance, or extension of existing services to new or additional users performing essentially the same functions as those that the project was designated to support. A previously approved effort/project must use substantially the same equipment, facilities, technical personnel, supplies and software to meet substantially the same requirements or to meet normal workload increases.*

Qualification of an IT activity as a previously approved effort requires an approved FSR or PAL Stage 4 Project Readiness and Approval AND an approved Post Implementation Evaluation Report (PIER) in accordance with SAM section 4819.35.

Notes:

1. "Substantially the same equipment" does not include the addition, upgrade or replacement of a Mainframe.
2. Minor changes in functionality and/or equipment will normally meet the definition of previously approved effort/project. Significant changes in functionality and/or equipment that require budget actions do not meet the definition of previously approved effort/project.

Example: The Department of Justice maintains a system to enable the ownership registration of handguns. New legislation requires the addition of rifle registration to the system. This added functionality would not require Department of Technology approval.

Expenditures in support of activities not meeting the above criteria are considered to be new projects, not ongoing IT activities.