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| |  |  | | --- | --- | |  |  | | **Last Project Status Report**  Initiative-176: Project Request Management  As of 06/03/2021 | **Project Manager:** Elizabeth White  **Project Sponsor:** Jeff Vail |

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| **Initiative Number:** 176 | | **ETSC Priority:** N/A | | **Project Scheduled Completion Date:** 6/3/2021 | | | **Project Lifecycle:**  Closing | |
| **Project Description:** Improving our Service Model for requesting project work by distinguishing project work from incidents and service requests and designing a specific project request process to support and track the performance of project activities. | | | | | | | | |
| **Scope:** | **GREEN = No issues** | | **Schedule:** | | **GREEN = No issues** | **Resources:** | | **GREEN = No issues** |

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| **Milestones** | **Start Date** | **Schedule End Date** | **Actual**  **End Date** | **% Complete** | **Actions/Comments** |
| Project Work Plan | 01/05/2021 | N/A |  |  | Continuous updates |
| Execution | 01/08/2021 | 02/01/2021 | 06/03/2021 | 100% |  |
| Closing | 06/03/2021 | 06/03/2021 | 06/03/2021 | 100% |  |

| **IT Task #** | **Completed Issues This Reporting Period** | **Planned Activities for Next Reporting Period** | |
| --- | --- | --- | --- |
| IT-2679  IT-2681  IT-3244 | Business Case Evaluation template is out for sponsor final review and approval 4/19/2021 (Dan’s approved), task closed  Business Case Evaluation Checklist is out for sponsor final review and approval 4/7/2021, task closed  Completed project closure report, task closed. | | * None |

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| **Key Risks** | **Probability** | **Impact** | **Status** |
| No Risks Identified | High | Low |  |
|  | Realized | Low |  |

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| **Key Issues** | **Impact** | **Priority** | **Status** |
| No Key Issues to Report |  |  |  |