

Identify which agencies have a database list of current applications and which need to be inventoried

Define what an "application" is

What applications are considered in the inventory or not

Ensure no application gets left behind

Determine production vs. productivity tools

Where will this information be located

Determine the platform to maintain the information

Do any departments already have an

application that is suitable for the inventory

Define how it will be maintained—frequency, etc.

Determine if it should be self reported, tool

based discovery or manual inventory

Define what an entity relationship is

Determine application fit to

portfolio—portfolio management

List of criteria for data to be collected about each application

Design of the matrix

Common description of application

definitions—nomenclature

Point of contact for each agency to create

and keep the inventory by agency

Communications plan to agencies regarding inventory

Centralized repository of the inventory

Develop common data dictionary

Determine enterprise interdependencies for data

Understand federal/state codes and

regulations

Define the contents of the matrix

Map inventory to matrix

Map applications to planned technology

architecture

Map applications to current technology

architecture

Identify agency strategic plan and

where/how the application ties to that plan

Determine format of measurable results

Why Create Application Portfolio Management

Create a customized portfolio strategy designed to drive business value

Optimizes enterprise portfolios by identifying underutilized, redundant and obsolete applications

Helps reduce maintenance and support costs and improve IT investment decisions

Builds action steps for transformation of your application portfolio to the next generation of IT including e-government