

Information Technology Capital Investment Program
Project Close Out Report

To: Information Technology Strategy and Investment Committee
John Vittner, Office of Policy and Management

From: Thomas Miano

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Agency: Secretary of the State

Project: CONCORD enhancements to support PDF creation and storage of online filings

Project Start Date: 6/1/2018



Project End Date: 10/28/2018



Project Manager: Thomas Miano

Total Funds Requested: \$200,000

Total Funds Allotted to Agency: \$200,000

Accumulative Total Capital Fund Expenditures to Date: \$164,920

Brief Project Description/Summary:

To enhance the Secretary of the State's CONCORD business filing system to accommodate the framework for a new, legislatively mandated entity, the "benefit LLC". A benefit LLC, like the existing benefit corporation, both pursues social benefits and increases value. Benefit LLCs provide the tax and ease-of-use benefit of the LLC and the marketing, accountability and transparency benefits of the benefit corporation. Benefit LLCs will enable people to include social entrepreneurship as part of their mission and provide an incentive to invest in such businesses in Connecticut.

List Project Goals and Deliverables Completed:

(Please provide a brief summary of the goals and deliverables that were implemented. Please reference the IT Capital Investment Brief for the initial goals of the projects.)

Eliminate the need to print 500,000+ pages of online filings for the purpose of microfilming

Reduce off-site storage by 75%

Eliminate staff time needed to print, interfile and scan electronically submitted filings

Add PDF support for all online filings to CONCORD

Create new taxonomy for online filings, separating electronically filed documents from paper filed documents

Project Replication Opportunities:

(Are there opportunities to repeat or leverage the project solution by other state agencies? Please provide a brief explanation.)

There are no replication opportunities as the project was an enhancement to an existing SOTS system.

Key Lessons Learned:

(Provide any lessons learned or experienced during this project that may be helpful to other agencies starting a similar project.)

Good requirements and project planning allowed this project to be completed on time and under budget.