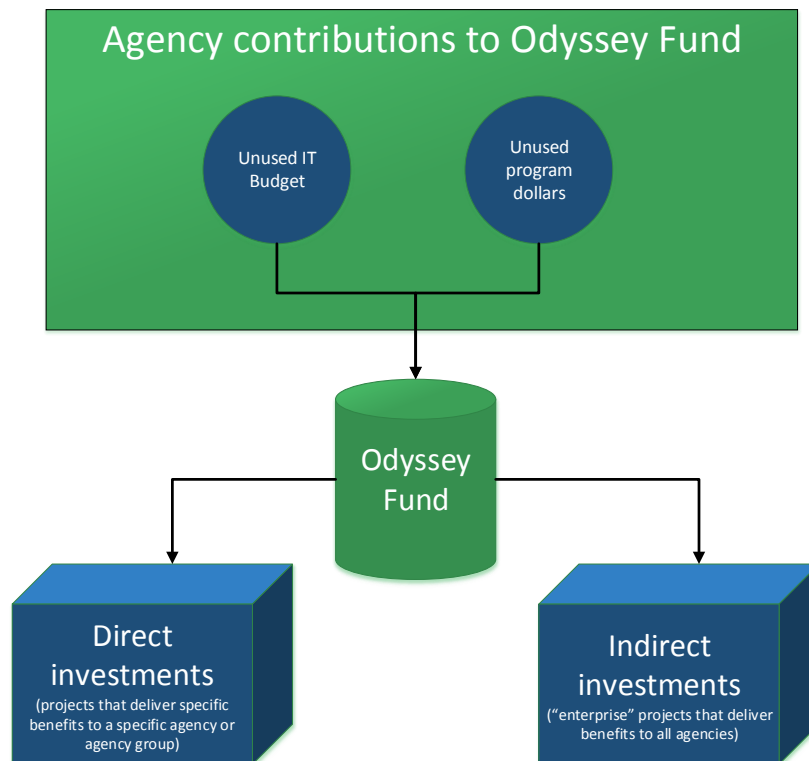


ITA (Odyssey) Program Purpose

In 2006, the legislature created the Information and Telecommunications Account (ITA) as a means to invest in common IT solutions to minimize costs and maximize efficiencies and “create government efficiencies.” M.S. 16E.21 outlines the purpose of the account and permitted use of funds. As a special revenue appropriation this fund does not cancel at the end of the biennium like direct appropriations, and encumbrances can be made on estimated receipts.

Fund transfers to the Information and Telecommunication Account made after June 30, 2017 that remain unexpended and unencumbered at the close of the fiscal year four years after the funds were received in the account shall lapse to the fund from which the receipt was transferred.

Agencies may use the ITA Fund (commonly referred to as the Odyssey Fund) to move funds into the next biennial budget for specifically defined IT efforts. By providing a flexible mechanism for agencies to invest those dollars in technology initiatives that benefit the agency customers and the services they consume, Minnesota IT can ensure those investments are also strategic to the enterprise.



Minnesota IT Services established the Odyssey Program to monitor ITA projects and to ensure the responsible use of these funds. All projects that receive ITA funds (both Direct and Indirect investments) must be approved by Minnesota IT Services, MMB, and the Legislative Advisory Commission (LAC). Eligible projects will show some benefit to the state, such as long-term savings or cost avoidance, process improvement, government efficiency, cross-agency collaboration, or IT standards compliance.

ITA (Odyssey) Update

What has changed?

- Legislative Advisory Commission (LAC) review and approval required before funds can be transferred to Odyssey
- LAC review may take up to 30 days
- Timeline for submitting requests has been revised to allow time for LAC review
- ITA funds lapse –unexpended and unencumbered funds at the **close of fiscal year four years after funds received lapse to fund from which funds were transferred.**

What is the process and what are the important dates? (timeline dates are for planning purposes only)

- ITA (Odyssey) Requests submitted by CBTO to MNIT ePMO due late April
- ePMO begins internal review of requests late April
- ePMO delivers approved requests to MMB early May
- MMB review, prep and for LAC review 30 days
- MMB reports LAC decisions to MNIT mid-June (at the earliest)
- Interagency Agreements Executed - tbd

What has not changed?

- Budget is set up for your project with the funds
- Funds subject legislative budgeting needs
- Project planning and project oversight process:
 - Project is partnership with agency and MNIT
 - Project team prepares and delivers project planning information to ePMO for review
 - ePMO reviews project artifacts to ensure that an appropriate level of planning has been done for the project to succeed
 - Project team and ePMO team together review project overview information and develop an action plan that will allow for a quick release of funds
 - Project funding is released when all aspects of the program requirements have been met and approved by the ePMO team
 - Project Manager and Project Budget Contact will receive budget setup instructions from MNIT Finance
 - Project Team delivers monthly status reports to the ePMO and meets quarterly to monitor progress through the life of the project

How often can we submit requests?

- Currently there is one review / approve cycle
- Future item is to work with MMB to set up a second review cycle

Where can I find additional information?

- [Information and Telecommunications Account \(Odyssey\) site](#)
- Dave Oстераas, ePMO Manager, dave.osteraas@state.mn.us, 651-201-1038.
- [Revisor of Statutes](#), State of Minnesota