

Reappropriation for Unified Permit Automation and Document Management

FY2016 Request: \$0
Reference No: AMD 38872

AP/AL: Appropriation

Project Type: Energy

Category: Natural Resources

Location: Statewide

House District: Statewide (HD 1-40)

Impact House District: Statewide (HD 1-40)

Contact: Jean Davis

Estimated Project Dates: 06/30/2015 - 06/30/2019

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Brief Summary and Statement of Need:

The unexpended and unobligated balance, estimated to be \$1,000,000, of the appropriation made in sec. 1, ch. 17, SLA 2012, page 125, lines 27-28, (Department of Natural Resources, shale oil environmental data - \$1,000,000) is reappropriated to the Department of Natural Resources for unified permit automation and document management.

Funding:	FY2016	FY2017	FY2018	FY2019	FY2020	FY2021	Total
Gen Fund							\$0
Total:	\$0	\$0	\$0	\$0	\$0	\$0	\$0

<input type="checkbox"/> State Match Required	<input checked="" type="checkbox"/> One-Time Project	<input type="checkbox"/> Phased - new	<input type="checkbox"/> Phased - underway	<input type="checkbox"/> On-Going
0% = Minimum State Match % Required		<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Mental Health Bill	

Operating & Maintenance Costs:

	<u>Amount</u>	<u>Staff</u>
Project Development:	0	0
Ongoing Operating:	0	0
One-Time Startup:	0	0
Totals:	0	0

Prior Funding History / Additional Information:

Sec1 Ch18 SLA2014 P59 L5 119 \$3,900,000
 Sec1 Ch16 SLA2013 P73 L12 18 \$2,500,000
 Sec1 Ch17 SLA2012 P126 L11 160 \$3,300,000
 Sec1 Ch5 SLA2011 P93 L24 46 \$2,500,000
 Sec1 Ch43 SLA2010 P32 L3 230 \$800,000

The Unified Permit project is a multi-year project designed to support and streamline the permit process, raise productivity and set known response times for applicants, and has three overall project goals: 1) Shorten and make consistent cycle times for land and water use authorization (permit) requests; 2) Guide applicants to the correct authorization requests and forms; and 3) Build internal systems that directly support the Department of Natural Resources productivity.

Project Description/Justification:

The Unified Permitting (UP) project is a multi-year capital funded effort targeted at achieving three high-level goals related to state land and water use authorizations applied for by the public and issued by the department: transparency of process, consistency of decision-making, and shortening of application-processing time. The project began as a focus to help reduce the backlog of permits awaiting action within the Division of Mining, Land & Water (DMLW), and to improve processes with the intent of avoiding future backlog increases.

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At a technical level, the project consists of a variety of business and technology projects intended to achieve the aforementioned goals: business process documentation, centralized document management, and computer systems to facilitate and enforce standardized business processes.

Recent progress includes development of business systems to manage Land Use Permits, and Water Rights authorizations.

In FY2015 the two primary areas of focus are: enhance and complete the Water Rights system that is currently being used, and also to develop the "Resource Portal" which is being designed to allow applicants to submit their electronic applications and review the status of these applications.

Overall, the department intends to shorten and make consistent cycle times and processes for authorizations; to deliver interactive applications for permits that guide customers to the correct questions and help them to supply answers and content, improving the permit application process for our customers; to build internal systems that support and improve DNR productivity; to scan all documents within active DNR cases, with the means to maintain the digital case file via a combination of desktop and centralized scanning solutions; and to provide structured access to all content within the DNR case management environment.

Scope of Work:

Specific work products are determined on an annual basis by the priorities set by the divisions responsible for the specific case types and processes included within the project scope. Costs cover software, hardware, licenses, and employee and contractor programming and support.

FY2016 anticipated work products identified by the DMLW include enhancements to the land use permit and water rights processes already in place; put general lease processes into production; and begin to roll in survey and easement processes. Anticipated work products identified by the Division of Oil and Gas include continued development of permitting case types in the department's Land Administration System, integration of their existing process management system with the Land Administration System, and implementation of on-line permitting status reports providing real-time status information to Oil and Gas Permit applicants.

Continued integration of various systems to increase ease of access to permitting documents and data across the department, and by the public.

Continued development of advanced geospatial analytical tools that enable staff and public land users to more easily identify land attribute data that impacts the permitting and overall land management process.

Continued development of real-time reporting with a focus on automatic report generation and targeted delivery of reporting and tracking information via email.

Impact of not funding this project:

Funding for existing programming staff, contracted programming support and software licensing and maintenance would be lost, essentially resulting in abandoning future permit streamlining efforts

under this model.

Permitting processes will vary greatly instead of having a smooth, consistent, streamlined process (some will be automated and some processes will remain manual and paper-based, resulting in significant inefficiencies for management of the department's permitting workload).

Customers will continue to submit inaccurate information and incomplete applications, which will lengthen the request and authorization process.

Customers have difficulty in determining which specific authorizations are needed for their project permitting requirements.

Applicants may submit applications for incorrect authorizations, contributing to delays in the permitting process.

DNR will need to maintain project and case-related paper documents, which will become more difficult as the state looks to adopt new office space standards.

Document security and implementation of retention schedules will continue to rely on manual processes.

DNR project and case-related electronic documents will not be searchable by indexed values or full text, making retrieval of information and documents more difficult, time-consuming and expensive.

What accomplishments have been achieved with prior year funding?

- During FY2014, the Water Rights automated system was implemented.
- During FY2014, efficiency improvements were implemented in the Land Use Permit automated system.
- During FY2014, 224 Land Use Permits were processed through the automated system.
- During the second half of FY2014, 102 Water Rights applications were processed through the automated system.
- During FY2014, 6,240 case and project file documents were added into the department's centralized document management system, bringing the total number of pages scanned for this project to 1,037,092.
- During FY2014, significant system integrations were developed and implemented between the automated system and mainframe system, with a specific focus on managing customer records.

Specific Spending Detail:

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LINE ITEM	DOLLAR AMOUNT	DESCRIPTION
Personal Services	\$ 713,000	Analyst/Programmers, Project Management
Travel		
Services	\$ 137,000	Technical Support Contractors, Training contracts
Commodities	\$150,000	Software Licensing and Maintenance, Hardware
Project Total	\$1,000,000	

Position Detail (all existing positions, located in Anchorage):

- 10-0289, Analyst/Programmer III, PFT
- 10-0348, Analyst/Programmer V, PFT
- 10-0391, Analyst Programmer IV, PFT
- 10-0406, Analyst/Programmer III, PFT
- 10-N14011, Project Coordinator I, LTNP
- 10-N13023, Project Coordinator I, LTNP
- 10-N15013, Project Assistant, LTNP