

The entire project was conducted in three stages over the course of 21 months starting in September 2002. The first stage focused on the refinement of the idea of a State-Local Gateway and the selection of applications to be included in the prototype. The second stage was the development of the Prototype, and the final stage consisted of prototype testing and refinement. After the prototype development, field testers across NYS were recruited to evaluate the Prototype in terms of ease of use, usefulness, convenience, and speed, and to compare it to the current method of working. The field test also elicited information about policy and management implications of developing a fully-functioning State-Local Gateway in NYS. In terms of tasks and products, the phases were organized as shown in Table 2.

### Table 2. Time Period, Participants, Actions, and Products and Results

Time Period	Participants	Actions	Products and Results
<b>Project Exploration and Initiation</b>			
Summer 2002	<ul style="list-style-type: none"> <li>NYS Office For Technology's Local eCommerce/ eGovernment Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>Committee meetings and workshops</li> </ul>	<ul style="list-style-type: none"> <li>Discussions about the growing number of individual intergovernmental information systems and ideas about pursuing single point of contact</li> </ul>
Fall 2002	<ul style="list-style-type: none"> <li>CTG</li> <li>Members of NYS OFT's Local eCommerce/ eGovernment Advisory Committee</li> </ul>	<ul style="list-style-type: none"> <li>Exploratory meetings and workshops</li> </ul>	<ul style="list-style-type: none"> <li>Current practice research</li> <li>Identification of characteristics of an ideal state-local gateway</li> <li>Identification of applications for the Prototype</li> <li>Recruitment of Prototype Team Members</li> </ul>
<b>Systems Analysis, Design, &amp; Development</b>			
Winter 2003	<ul style="list-style-type: none"> <li>CTG</li> <li>Prototype Team members</li> </ul>	<ul style="list-style-type: none"> <li>Prototype development meetings</li> </ul>	<ul style="list-style-type: none"> <li>Detailed end-to-end process maps</li> <li>Prototype scope statements</li> <li>Application-specific service objective statements</li> </ul>
Summer 2003	<ul style="list-style-type: none"> <li>Corporate Partners</li> <li>CTG</li> <li>Prototype Team members</li> </ul>	<ul style="list-style-type: none"> <li>Joint Application Development (JAD) sessions</li> </ul>	<ul style="list-style-type: none"> <li>Functional requirements</li> <li>Business process rules</li> <li>Data flows and requirements</li> </ul>
Fall 2003	<ul style="list-style-type: none"> <li>Corporate Partners</li> <li>CTG</li> <li>Prototype Team members</li> </ul>	<ul style="list-style-type: none"> <li>Development meetings</li> <li>Writing, testing software</li> <li>Code and Design review</li> </ul>	<ul style="list-style-type: none"> <li>Web maps</li> <li>Software architecture documents</li> <li>Software requirement specifications</li> <li>Use case realization specifications</li> <li>Source data identification</li> </ul>

## Methodology and Timeline

			<ul style="list-style-type: none"><li>• Data cleansing and integration</li><li>• Draft Prototype components</li></ul>
<b>Testing</b>			
Fall 2003	<ul style="list-style-type: none"><li>• Corporate Partners</li><li>• CTG</li><li>• Prototype Team members</li></ul>	<ul style="list-style-type: none"><li>• Individual application testing</li><li>• Integration testing</li><li>• User acceptance testing</li></ul>	<ul style="list-style-type: none"><li>• Refined Prototype ready for field test</li></ul>
<b>Training and Prototype Evaluation</b>			
Fall 2003	<ul style="list-style-type: none"><li>• Corporate Partners</li><li>• CTG</li><li>• Prototype Team members</li><li>• Additional Field Testers</li></ul>	<ul style="list-style-type: none"><li>• Training</li><li>• 2-week Field Test</li><li>• Discussion groups</li></ul>	<ul style="list-style-type: none"><li>• Prototype Evaluation</li><li>• Project Report</li></ul>
<b>Prototype Decommission</b>			
Late Fall 2003	<ul style="list-style-type: none"><li>• Corporate Partners</li><li>• CTG</li></ul>	<ul style="list-style-type: none"><li>• Prototype debrief session</li><li>• Prototype disabled</li></ul>	<ul style="list-style-type: none"><li>• Documented learning from Prototype development</li><li>• Prototype artifacts archived</li></ul>