

## EBSA - EFAST2

### Exhibit 300: Capital Asset Plan and Business Case Summary

#### Part I: Summary Information and Justification (All Capital Assets)

##### Section A: Overview (All Capital Assets)

Date of Submission	09/11/2006
Agency	Department of Labor
Bureau	Employee Benefits Security Administration
Name of this Capital Asset	EBSA - EFAST2
OMB Investment Type	01 - Major Investment
What kind of investment will this be in this Budget Year?	Mixed Life Cycle

Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap:

The ERISA Act of 1974 and provisions of the Internal Revenue Code require certain employee benefit plans to submit information annually to the Federal government (EBSA, IRS, and PBGC). Recent regulatory changes have mandated electronic filing for all Form 5500 filings made under Title 1 of ERISA beginning on January 1, 2009.

EFAST2 is a new Web-based system designed to process the 1.1 million Form 5500 filings to be submitted annually over the Internet starting in 2010. The development project for the new system is planned for 2007 through 2009.

The development effort, including the C&A activities for the new system, is funded with DME funds. In addition to the DME funding, EBSA requires funding for O&M activities. The first component of the O&M phase is the advance pre-processing activities for the EFAST Program Management Office to prepare for processing operations, which will start in 2010. These pre-processing activities include certification of filing-preparation software developed by third-party developers. This is an operations activity that occurs every year prior to the start of the next year's filing season to accommodate the annual changes in the Form 5500. This activity must be completed before processing operations may begin using the new form.

Note that these pre-processing project management operations activities do not require certification of the EFAST2 system. They are operations activities performed by the EFAST2 vendor and overseen by the Program Management Office.

The second component of the O&M phase includes the completion of EFAST2 pre-processing operations and the initial period of processing.

Performance Gap: Paper processing takes an average of 244 days from filing receipt through distribution to agencies. EFAST2 will reduce this processing cycle turnaround time to 1 day, and accuracy will be improved through XML standards and automated edit checks.

Did the Agency's Executive/Investment Committee approve this request?	Yes
If "yes," what was the date of this approval?	6/29/2006

Did the Project Manager review this Exhibit?	Yes
Has the agency developed and/or promoted cost effective, energy efficient and environmentally sustainable techniques or practices for this project.	No
Will this investment include electronic assets (including computers)?	Yes
Is this investment for new construction or major retrofit of a Federal building or facility? (answer applicable to non-IT assets only)	No
If "yes," is an ESPC or UESC being used to help fund this investment?	
If "yes," will this investment meet sustainable design principles?	
If "yes," is it designed to be 30% more energy efficient than relevant code?	
Does this investment directly support one of the PMA initiatives?	Yes
If "yes," check all of the PMA initiatives that apply:	Competitive Sourcing, Expanded E-Government
Is this investment for information technology?	Yes
Briefly describe how this asset directly supports the identified initiative(s)?	<p>EFAST2 supports the PMA initiatives for Expanded Electronic Government and Competitive Sourcing.</p> <p>E-Gov: EFAST2 re-conceptualizes and reengineers current EFAST with an eye toward using electronic technology to improve the process of collecting and disseminating information about employee benefit plans and their operations.</p> <p>Competitive Sourcing: EFAST2 will be outsourced through a competitive contract award. EFAST2 will also use competitive sourcing for EFAST2 oversight activities.</p>
For information technology investments only:	
If the answer to Question, "Is this investment for information technology?" was "Yes," complete this sub-section. If the answer is "No," do not answer this sub-section.	
What project management qualifications does the Project Manager have? (per CIO Council's PM Guidance):	(1) Project manager has been validated as qualified for this investment
If this project produces information dissemination products for the public, are these products published to the Internet in conformance with OMB Memorandum 05-04 and included in your agency inventory, schedules and priorities?	Yes
Are the records produced by this investment appropriately scheduled with the National Archives and Records Administration's approval?	Yes

**Section B: Summary of Spending (All Capital Assets)**

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### Section C: Acquisition/Contract Strategy (All Capital Assets)

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### Section D: Performance Information (All Capital Assets)

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### Section E: Security and Privacy (IT Capital Assets Only)

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### Section F: Enterprise Architecture (EA) (IT Capital Assets Only)

In order to successfully address this area of the business case and capital asset plan you must ensure the investment is included in the agency's EA and Capital Planning and Investment Control (CPIC) process, and is mapped to and supports the FEA. You must also ensure the business case demonstrates the relationship between the investment and the business, performance, data, services, application, and technology layers of the agency's EA.

Is this investment included in your agency's target enterprise architecture? Yes

If "no," please explain why this investment is not included in your agency's target enterprise architecture?

Is this investment included in the agency's EA Transition Strategy? Yes

Will the application leverage existing components and/or applications across the Government (i.e., FirstGov, Pay.Gov, etc)?

No

If "yes," please describe.

Does this investment provide the public with access to a government automated information system? Yes

If "yes," does customer access require specific software (e.g., a specific web browser version)? No

If "yes," provide the specific product name(s) and version number(s) of the required software and the date when the public will be able to access this investment by any software (i.e. to ensure equitable and timely access of government information and services).

**Part II: Planning, Acquisition and Performance Information**

*Part II should be completed only for investments identified as "Planning" or "Full Acquisition" or "Mixed Life-Cycle" investments in response to Part I, Section A above.*

**Section A: Alternatives Analysis (All Capital Assets)**

In selecting the best capital asset, you should identify and consider at least three viable alternatives, in addition to the current baseline, i.e., the status quo. Use OMB Circular A-94 for all investments, and the Clinger Cohen Act of 1996 for IT investments, to determine the criteria you should use in your Benefit/Cost Analysis.

Did you conduct an alternatives analysis for this project? Yes

**Section B: Risk Management (All Capital Assets)**

You should have performed a risk assessment during the early planning and initial concept phase of this investment's life-cycle, developed a risk-adjusted life-cycle cost estimate and a plan to eliminate, mitigate or manage risk, and be actively managing risk throughout the investment's life-cycle.

Does the investment have a Risk Management Plan? Yes

What is the date of the risk management plan? 7/7/2006

**Section C: Cost and Schedule Performance (All Capital Assets)**

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