### Cabinet for Health and Family Services (CHFS) Standards

**Category: 10000 Project Management Domain**

**10100 – Project Management Software** (formerly CHFS Standards #022.015 and #022.016)

**Definition:**

As per COT #10100:

*Software that provides capabilities for cost estimation and planning, scheduling, cost control and budget management, resource allocation, collaboration, communication, quality management and documentation or administration systems, which are used to deal with the complexity of large projects.*

**Rationale:**

As perCOT #10100:

*Need an automated, collaborative approach to project management within the Commonwealth. An integrated project management solution will provide the following functions to project managers: consolidate team information, coordinate team activity, and track team progress. Selecting a standard product will result in: economies-of-scale with respect to procurement ease of data interchange between state government agencies and management, and reduced skills set and training requirements for project management staff.*

**Approved Product(s):**

CHFS has selected a subset of KITS development tools that match Cabinet needs.

* [Microsoft Project](http://www.microsoft.com/office/project/default.htm)/ Project Online/ 3PO
* Microsoft SharePoint
* CHFS Information Technology Management Portal (ITMP) / Project Management Office (PMO). ITMP will soon be replaced with Service Now.

**Exceptions:**

Any exceptions to this standard must follow the procedures established in CHFS IT Policy #070.203.

**Review Cycle:**

Annually

**Timeline:**

Last reviewed: 02/29/2024

Next review: 02/01/2025

**Cross References**

* COT Standard #10100 – Project Management Software

**Link to all COT Software Domain Standards:**

[KITS\_Report.pdf (ky.gov)](https://cgp.ky.gov/sites/COTPUBDOCS/Standards/KITS_Report.pdf)

**Link to all CHFS IT Standards:**

[CHFS IT Standards - Cabinet for Health and Family Services (ky.gov)](https://chfs.ky.gov/agencies/os/oats/Pages/itstandards.aspx)

**Link to all CHFS IT Policies:**

[CHFS IT Policies - Cabinet for Health and Family Services (ky.gov)](https://chfs.ky.gov/agencies/os/oats/Pages/ITpolicies.aspx)