Cal**SAWS** | **Information Transmittal (CIT)**　　　**0252-21**

☒ **CalSAWS DD&I**	☐ **C-IV M&O**	☐ **CalWIN M&O**	☐ **LRS M&E**

Distribution Date:	September 8, 2021
To:	PPOC.40; IPOC.R1; IPOC.R2; IPOC.R3; IPOC.R4; IPOC.R5;
CIT Name:	**CalSAWS Implementation Readiness Packet and Dashboard – September 8, 2021**
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county: County Leadership

☒ General　　　　　　　　　　　　　　　　☐ Reports
☐ Policy　　　　　　　　　　　　　　　　　　☐ Fiscal
　　☐ CW　　　　　　　　　　　　　　　　☐ Caseload Movement
　　☐ CF　　　　　　　　　　　　　　　　☐ Management
　　☐ MC　　　　　　　　　　　　　　☐ Fiscal
　　☐ CMSP　　　　　　　　　　　　　☐ Security
　　☐ FC/KG/AAP　　　　　　　　　　☐ Batch and Interfaces
　　☐ Child Care　　　　　　　　　　☒ Imaging
　　☐ WtW　　　　　　　　　　　　　☒ Migration
　　☐ Other Program(s)_____　☒ Conversion
☐ C4Yourself　　　☐ Your Benefits Now!　☒ Technical
☐ Customer Correspondence　　　　　　☒ Training
☐ Other_____　　　　　☐ Help Desk

Description: (Including any step-by-step instructions)	**Purpose** The purpose of this CIT is to provide the 39 C-IV counties with the CalSAWS Implementation Readiness Packet and Dashboard for September 8, 2021. **Background** The CalSAWS Implementation Readiness Packet and Dashboard provides C-IV Counties with information related to the operational readiness of the Projects within the CalSAWS Portfolio, including the C-IV Migration, BenefitsCal (the state-wide Self-Service Portal), and Central Print. Statuses will demonstrate the overall "health" of the Implementation effort based on measurable metrics and milestones. The CalSAWS Implementation Readiness Packet and Dashboard tracks readiness for the following areas: Application, Integration, Technical, Conversion, Training, Implementation and Change. It also includes a stop light indicator for the current reporting period. If applicable, it will include specific remediation steps for any

milestone that is behind schedule. The Packet and Dashboard will also highlight any Project and County Readiness risks and issues that may impact migration.

Each C-IV County has an Implementation Point of Contact (IPOC) who regularly meets with the CalSAWS Implementation Team to track the progress of their county-specific Implementation Readiness Checklist. IPOCs should be coordinating in their respective county internally to ensure that county leadership is up to date with current data related to each readiness area.

Additional Information

The format of the Implementation Readiness Packet and Dashboard has been updated to provide more in-depth, just-in-time data related to Project & County Readiness.

The distribution frequency of the Implementation Readiness Packet and Dashboard is increasing effective August 2021. These documents will be available to the 39 C-IV Counties on the following dates:
- September 8th, 2021
- September 13th, 2021
- September 20th, 2021

A CIT will be sent when the documents are ready and have been posted to the Web Portal for the C-IV Counties to review.

County Action

Review the Implementation Readiness Packet and the Dashboard for the status and due dates of key milestones, confirming that county progress is on schedule. IPOCs should communicate and collaborate directly with the CalSAWS Implementation Team to develop corrective actions as appropriate.

Web Portal Location (Packet):

Web Portal Location (Dashboard):

If you have any questions, please contact the Primary Project Contact listed below.

Primary Project Contact: (Name, phone number, email address)	Alec Christianson CalSAWS Implementation Lead ChristiansonA@CalSAWS.org
Backup Project Contact: (Name, phone	N/A

number, email address)	
Attachments:	CalSAWS Implementation Readiness Packet & Dashboard – September 8, 2021.pptx
Web Portal Link:	████████ OR You may also retrieve the CIT document and attachments by following these steps: 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2021" folder. 4. Click on the appropriate CIT # folder.