

Purpose

The purpose of these guidelines is to provide a framework that governs the coordination for ICT needs planning /Spend control across public institutions.

These guidelines will help you set out what you will need to include to support your submission and will help you provide the right details and supporting documents so that you can get your project approved. It helps ensure:

- user needs are front and center of all our work
- that we achieve best value for money, with clear outcomes and outputs
- that programmers and projects meet the wider digital and technology strategies

Adoption of these guidelines will also allow public institutions to:

- Improve the ICT Needs planning process (Stopping guess work planning)
- Guide Government Budget Agencies on how to spend money on ICT Projects
- Prioritize key ICT Projects and know where to spend
- Avoid duplication of ICT Projects across sectors

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