

**Outreach and Compliance Access Database Project****FY2009 Request:****\$40,000****Reference No:****45356****AP/AL:** Appropriation**Project Type:** Information Systems**Category:** Education**Location:** Statewide**Contact:** Barbara Thompson**House District:** Statewide (HD 1-40)**Contact Phone:** (907)465-8727**Estimated Project Dates:** 07/01/2008 - 06/30/2013**Brief Summary and Statement of Need:**

The Outreach and Compliance Access Database project will allow for the analysis, design, programming and implementation of a Microsoft Access database for the Alaska Commission on Postsecondary Education's outreach and compliance units.

<b>Funding:</b>	FY2009	FY2010	FY2011	FY2012	FY2013	FY2014	Total
P-Sec Rcpt	\$40,000						\$40,000
<b>Total:</b>	\$40,000	\$0	\$0	\$0	\$0	\$0	\$40,000

<input type="checkbox"/> State Match Required	<input checked="" type="checkbox"/> One-Time Project	<input type="checkbox"/> Phased - new	<input type="checkbox"/> Phased - underway	<input type="checkbox"/> On-Going
0% = Minimum State Match % Required		<input type="checkbox"/> Amendment	<input type="checkbox"/> Mental Health Bill	

**Operating & Maintenance Costs:**

	<u>Amount</u>	<u>Staff</u>
Project Development:	0	0
Ongoing Operating:	0	0
<u>One-Time Startup:</u>	0	
<b>Totals:</b>	0	0

**Additional Information / Prior Funding History:****Project Description/Justification:****Purpose:**

Analysis, design, programming, and implementation of Access database for the Alaska Commission on Postsecondary Education's (ACPE) outreach and compliance units.

**Need/Issue:**

ACPE's outreach unit maintains data for planning, budgeting, and reporting purposes. The compliance unit maintains data for regulatory oversight, planning, and reporting purchases. Frequently, outreach and compliance visit the same schools, but for very different purposes, with different data needs. Currently, outreach and compliance rely on a series of hard copy records and individualized Access and Excel databases to meet their needs. However, they are experiencing issues with storage space for hard copies, an inability to back-up records without making extensive photocopies, and lack of confidence in reports and summary information, primarily due to reliance on a series of disparate databases created by non-technical staff. The bottom line is that costs of maintaining data, much of which is required by State law and contains information protected by federal and state privacy laws, are increasing; and the risks associated with current data storage are high. An updated database would cap both costs and risks, as well as significantly reduce non-productive staff time involved in maintaining current the process and verifying that resulting information is correct.

**Benefits of Database:**

- One database may be used for multiple needs
- Ability to pull reports, grant summaries, and generate letters automatically
- Enhanced internal controls and record back-up capacity
- Enhanced security of data that includes confidential financial info, individual SSNs, and similar protected information

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- Confidence that data and records are complete and correct
- Significant reductions in staff time to manage records and associated data

**Summary**

Ability to appropriately maintain outreach and compliance records is directly related to successful performance of the ACPE mission. For example, state law requires that ACPE maintain completion and placement records for postsecondary institutions statewide. The current record-keeping is both inefficient and ineffective, given staff's lack of confidence in the data available from the various databases. Concern that data could be irretrievably lost from cobbled-together legacy systems results in the need to maintain expensive hard-copy back-up. Freeing support staff to work on new initiatives rather than forego such new opportunities, due to the need to focus on records triage, is very costly both in terms of staff and lost opportunity costs.