Nelnet
Status Report

Project Name:	Nelnet
Sponsor:	Tom McNaughton
Report Type:	Planning/Execution
For Period:	May 25, 2021
Project Manager:	Angela O'Leary

EXECUTIVE SUMMARY

Overall Summary		Prior Status	Green	Current Status	Green

Green	The project is within 20% variance of the currently approved baseline for budget and schedule, and is expected to substantially meet all of the business objectives established in the startup report.
Yellow	The project has exceeded 20% variance of the currently approved baseline for budget and/or schedule and is expected to substantially meet all of the business objectives established in the startup report.
Red	The project is at risk of termination, or at risk of not substantially meeting the business objectives established in the startup report.

As of May 25, 2021, the Nelnet contract has not been signed, agreements from both parties (Nelnet and NDUS) are very close to an agreement with anticipated approve early next week. Since this is a time sensitive project with the current payment application contract expiring next summer, 2022, both the CTS and Nelnet teams made a decision to continue with the planning of the project without a signed contract.

Both NDSU and UND have volunteered to pilot Quikpay the first solution to be implemented. Quikpay includes payments and billing. Both campuses meet with CTS and Nelnet weekly to identify work completed, what the next steps are etc.

CTS has completed the install to the DEV environment and continue to migrate through TEST and then STG, where users will begin conducting user acceptance testing (UAT). Testing is scheduled for the week of June 17, 2021. Tentative go-live is not until after fall term begins.

Both MiSU and NDSU have volunteered to pilot the Storefront project. They will have a kickoff to begin identifying the next steps to the implementation. Quikpay is not a dependency for the rollout of Storefront, therefore, running both projects in parallel will provide benefits and value to the overall project and continue to keep campuses engaged.

COST MANAGEMENT

Summary		Prior Status	Green	Current Status	Green

Green	Variance to cost is within 10%
Yellow	Variance to cost equals or exceeds 10%, but is within 20%
Red	Variance to cost equals or exceeds 20%

This project will also track indirect cost (CTS hours spent on the project) and will be tracked monthly.

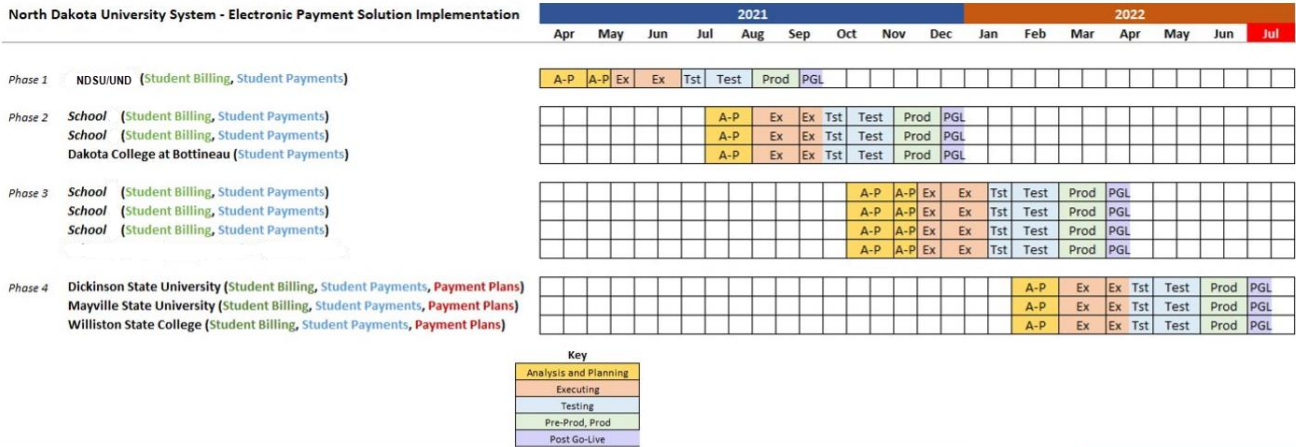Note* CTS staff may not have their time reports up to date when running timesheets.

Month	Phase	Total Hours
February-May	Initiation/Planning	265.75 hrs.
May-June	Planning/Execution	
June-July		

Budget Type	Original Budget	Current Revised Baseline 2021 Q4	Actual Cost	% Cost Variance	Over Under	Estimate at Completion
Software/Licenses	$37,500.00	$37,500.00	$37,500.00			
Risk	$5,000.00	$5,000.00				
Project Budget	**$42,500.00**	**$42,500.00**	**$37,500.00**	**%0**	**Over/Under**	**$37,500.00**
Management Reserve	$5,000.00	$5,000.00				$0
Total Budget	**$43,000.00**	**$43,000.00**	**$37,500.00**			**$37,500.00**

SCHEDULE MANAGEMENT

Summary		Prior Status	Green	Current Status	Green
Green	Variance to schedule is within 10%				
Yellow	Variance to schedule equals or exceeds 10%, but is within 20%				
Red	Variance to schedule equals or exceeds 20%				

This project will run in a Kanban approach, there will be sprints of work to be completed and deliverables along the way in the project. Not all campuses will go live at the same time. The tentative schedule for campus go-live looks like this:

Status Report

Project Timeline

North Dakota University System - Electronic Payment Solution Implementation

		2021									2022						
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
Phase 1	NDSU/UND (Student Billing, Student Payments)	A-P	A-P	Ex	Ex	Tst	Test	Prod	PGL								
Phase 2	School (Student Billing, Student Payments)					A-P	Ex	Ex Tst	Test	Prod	PGL						
	School (Student Billing, Student Payments)					A-P	Ex	Ex Tst	Test	Prod	PGL						
	Dakota College at Bottineau (Student Payments)					A-P	Ex	Ex Tst	Test	Prod	PGL						
Phase 3	School (Student Billing, Student Payments)							A-P	A-P Ex	Ex	Tst	Test	Prod	PGL			
	School (Student Billing, Student Payments)							A-P	A-P Ex	Ex	Tst	Test	Prod	PGL			
	School (Student Billing, Student Payments)							A-P	A-P Ex	Ex	Tst	Test	Prod	PGL			
									A-P	A-P Ex	Ex	Tst	Test	Prod	PGL		
Phase 4	Dickinson State University (Student Billing, Student Payments, Payment Plans)											A-P	Ex	Ex Tst	Test	Prod	PGL
	Mayville State University (Student Billing, Student Payments, Payment Plans)											A-P	Ex	Ex Tst	Test	Prod	PGL
	Williston State College (Student Billing, Student Payments, Payment Plans)											A-P	Ex	Ex Tst	Test	Prod	PGL

Key
Analysis and Planning
Executing
Testing
Pre-Prod, Prod
Post Go-Live

Accomplishments:
- Project Charter signed
- Subcharter signed by NDSU/UND (pilot campuses for Quikpay)
- Project Plan complete (approval in progress)
- Schedule developed/Variance Schedule
- Quikpay Instance Deployed
- Project Mtgs. scheduled
- Pre-install checklist completed by CTS
- ePay is available; test payments made by Nelnet in DEV environment
- NDSU/UND sites configured (look and feel)
- Connector Installed and Validated in DEV
  - DEV and TST environments will be used as "Smoke Testing" only.
  - Project migrates to STG, full cycle of payment transactions will occur (CS through integration broker to Finance and uploaded to the GL).

Upcoming Tasks:
- Item Types for each school (in progress)
- Bank letters for each campus (in progress)

Project Start Date	Original Baseline End Date	Current Revised End Date 2021 Q4	% Schedule Variance	Ahead Behind	Estimated Completion Date
04/01/2021	08/30/2022	08/30/2022	6.0%	Behind	09/01/2022

SCOPE MANAGEMENT

Summary
Campuses using the eBill solution needed to come to agreement on an eBill template. This was the first major acceptance of the project.

Change Control Log Summary			
Change #	**Description**	**Action:**	**Action Date**

		Accept/Reject	

Comments:
No changes at this point. MaSU has recently approved to charge a CC fee, similar model to NDSU and UND. If MaSU decides they want to implement this when going live with Nelnet, a change request will need to be completed. The current scope of the project is to mirror the current payment solution with the Nelnet payment solution. The reason behind this decision is time constraints. We can always circle back around to the backlog and implement additional requests if time allows and resources are available. MaSU's possible change will need to be reviewed for possible impacts (positive and negative).

Deliverable Acceptance Log Summary			
Deliverable #	**Description**	**Action: Accept/Reject**	**Action Date**
1	eBill template	Accept	05/25/2021
2	Project Plan	Pending	05/25/2021
3	Project Schedule	Accept	05/21/2021
4	Business Requirements Document (NDSU & UND)	Accept	05/20/2021
5	Bank Letter	Pending	

Comments:

RISK/ISSUE MANAGEMENT

Summary
No additional risk have been identified this month.

Risk Management Log Summary			
Risk #	**Description**	**Action**	**Action Date**

Comments:

Issue Management Log Summary			
Issue #	**Description**	**Action**	**Action Date**
1	Connector Error in DEV; issue with RTPN	Fixed, Closed	05/19/2021

Comments: