

**NEW YORK ISO
BUDGET, STANDARDS & PERFORMANCE SUBCOMMITTEE
SEPTEMBER 10, 2003**

***TRANSITION PLAN FOR BS&P GUIDELINES DOCUMENT ON
BUDGET PREPARATION/FINANCING AND PROJECT MONITORING***

Version 1

<u>Stage</u>	<u>NYISO Contacts</u>	<u>Steps</u>	<u>Timeline</u>
1. Budget Preparation	Mary McGarvey Amy Curley	a. Develop budget targets for 2004-2008 b. Create & distribute to BSP "Project Budget Summary Report" c. Create & distribute to BSP "Project Budget Report"	First drafts should be distributed to the BSP in Q4 2003. BSP will provide feedback to NYISO on the level of budget targets and on the details/format of the requested reports.
2. Identification and Selection of Projects	Tim Schmehl Dave Lawrence	a. Restructure internal project-related committees (IMC, PMC, SMSC) b. Contract with consultant to help design template for use in measuring cost, benefits, and scope of new projects c. Provide training on use of templates to NYISO staff who participate in the IMC and PMC	New internal project committees were formed in August, and are now meeting regularly. The consulting contract for template design work will likely be finalized in September. NYISO plans to begin using this template for all new projects identified outside of the 2004 Budget, although the specific timing for the completion of the vendor work is not yet final.
3. Project Monitoring	Tim Schmehl Mary McGarvey	a. Begin holding PPT meetings as close to dates of BSP meetings b. Develop prototype reports for project monitoring & review with BSP and PPT c. Implement use of prototype reports for all current projects	BSP & PPT meetings will be held within 1 day of each other going forward. Representatives from Finance and Project Management will attend all BSP & PPT meetings. Prototype reports for project monitoring will be shared with the BSP and PPT in Q4 2003. Full implementation of these reports will likely occur by Q2 2004.
4. Evaluation	Tim Schmehl	a. Develop a process to evaluate project results/quality including Market Participant feedback where appropriate	The vendor contracted to assist with the template development for new projects will also be involved in establishing the common tool used to evaluate the success of projects. Implementation of this template is due in Q2 2004.