



Office of Information Technology Services

State Capitol P.O. Box 2062
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www.its.ny.gov

New York State Information Technology Policy	No: ITS-P18-001
IT Policy: Proof of Value	Updated: 10/04/2019
	Issued By: NYS Office of Information Technology Services Owner: Chief Technology Office

1.0 Purpose and Benefits

This policy outlines the technical and legal implications to consider prior to commencing a Proof of Value (“POV”) project.

2.0 Authority

Section 103.10-11 of State Technology Law provides the Office of Information Technology Services (ITS) the authority to establish statewide technology policies, including technology standards and security. *Section 2 of Executive Order No. 117* provides the State Chief Information Officer, the authority to oversee, direct and coordinate the establishment of information technology policies, protocols, and standards for State government, including hardware, software, security, and business re-engineering. Details regarding this authority can be found in NYS ITS Policy [NYS-P08-002 Authority to Establish Enterprise Information Technology \(IT\) Policies, Standards and Guidelines.](#)

3.0 Scope

This policy document applies to ITS and its employees (including full-time, part-time, and temporary employees), contractors, consultants, volunteers, interns, and ITS supported agencies (“Client Agency”).

4.0 Information Statement

An ITS POV is a formal evaluation of an un-procured technology to demonstrate that the technology has practical potential to fill a business need. The objective of a POV is

to explore and demonstrate the potential of a Product or Service to solve or transform a business problem. It is not intended to provide a Production Ready environment, but instead provides a collaborative exercise to illustrate the capabilities and identify potential risks or implementation considerations.

Prior to conducting a POV, a formal documented approval must be obtained. Only [ITS authorized signatories](#) may execute any legal documentation that include any on-line click-through agreements.

To request a POV review and approval, please have your portfolio architect initiate an ITSM Engineering Consultation request. A POV may not begin until all appropriate approvals are received.

POV results must be documented using a standard template.

5.0 Compliance

This Policy shall take effect upon publication. Compliance is required with all ITS policies and standards. ITS may amend its policies and standards at any time; compliance with amended policies and standards is required.

6.0 Definitions of Key Terms

Except for terms defined in this policy, all terms shall have the meanings found in <http://www.its.ny.gov/glossary>.

7.0 Contact Information

Submit all inquiries and requests for future enhancements to the policy owner at:

Office of Chief Technology Officer
Reference: ITS-P18-001
NYS Office of Information Technology Services
State Capitol, ESP, P.O. Box 2062
Albany, NY 12220-0062
Telephone: (518) 402-7000
Email: CTO@its.ny.gov

Statewide technology policies, standards, and guidelines may be found at the following website: <https://its.ny.gov/policies>

8.0 Revision History

This policy should be reviewed consistent with the requirements set forth in [NYS-P09-003 Process for Establishing Information Technology Policies, Standards and Guidelines](#).

Date	Description of Change	Reviewer
10/04/2019	Issued policy	Rajiv Rao – Chief Technology Office

9.0 Related Documents

ITS Proof of Value Evaluation Template v1.1