



Program #78333 - Software Asset Management (SAM) Program Development and Implementation FY 2024 Department Requested

Department: County Assets **Program Contact:** Chris Clancy
Program Offer Type: New **Program Offer Stage:** Department Requested
Related Programs:
Program Characteristics: One-Time-Only Request, Out of Target

Executive Summary

This program offer funds on Limited Duration Appointed position to develop a Software Asset Management (SAM) program. The County will be able to monitor and maintain software assets. This will offer improved services across the County, along with more transparency into the tools available to county staff.

Program Description

A SAM program takes broadly used software through its life cycle of acquiring, installing, maintaining, auditing, and retiring software in a planned, mindful way. Information Technology does all these components today but without a focal point and with a siloed, piecemeal approach. There are two important aspects that are addressed with this program offer. First is a meaningful software catalog, which conveys the value of software we already own, lifecycle and capabilities, in a way employees can self-discover. Second is the discovery and strategic accounting of software licenses.

If we mature our Software Asset Management Program:

- Users can select, install, return (uninstall) software on their own from a “store”. (For most, not just a few)
- County departments will know their software allocations, usage and ongoing licensing needs.
- Managers can make data-driven decisions about management, administrative, security, and financial needs related to software.
- IT can deploy software to users through consistent, repeatable, automated and well-known processes.
- We can harvest, reclaim, and recycle software so we are not purchasing new licenses while unused licenses exist.
- Users can find existing software that can solve their business problem without an expensive request for new software.
- We can better manage the lifecycle of our software catalog.
- Address compliance and reduce risk from audit.
- Provides a fundamental building block to address Enterprise and Business Architecture

Developing and maturing this program will likely require a two-year investment.

Performance Measures

| Measure Type | Primary Measure | FY22 Actual | FY23 Budgeted | FY23 Estimate | FY24 Offer |
|--------------|---|-------------|---------------|---------------|------------|
| Output | Hire and onboard position | N/A | N/A | N/A | 1 |
| Outcome | Update software catalog and tracking system for software licenses | N/A | N/A | N/A | 100% |

Performance Measures Descriptions

- PM#1 - Hire and onboard position to update software catalog and tracking system.
- PM#2 - Incremental progress toward a complete software catalog and SAM program.

Revenue/Expense Detail

| | Adopted General Fund | Adopted Other Funds | Department Requested General Fund | Department Requested Other Funds |
|------------------------|-------------------------|------------------------|---|--|
| Program Expenses | 2023 | 2023 | 2024 | 2024 |
| Personnel | \$0 | \$0 | \$188,156 | \$0 |
| Contractual Services | \$0 | \$0 | \$207,000 | \$0 |
| Materials & Supplies | \$0 | \$0 | \$18,844 | \$0 |
| Total GF/non-GF | \$0 | \$0 | \$414,000 | \$0 |
| Program Total: | \$0 | | \$414,000 | |
| Program FTE | 0.00 | 0.00 | 0.00 | 0.00 |

| Program Revenues | | | | |
|----------------------|------------|------------|------------|------------|
| Total Revenue | \$0 | \$0 | \$0 | \$0 |

Explanation of Revenues

This program is funded with one-time-only General Funds

Significant Program Changes

Last Year this program was: