

# Final Work Plan

## Imagery Business Plan and Best Practices Project

### **Task 1: KICKOFF MEETING.**

An initial meeting for all involved will provide an opportunity to make introductions to the project team and to introduce key project stakeholders. We may provide a presentation that demonstrates the ways orthoimagery, mapping, and data can be used in a complex environment with examples of recent case studies of state collaboratives. We will advise attendees of the various steps that will be taken, how they will participate, and the various products that will be delivered. We will attempt to answer any questions and will further explore the long-term data needs of key participants. During the course of the meeting, CGIA and key partners will provide the study team with contact information for the Regional Collaboratives to be included in the project, whether as data sources or potential users of the imagery and elevation data. Monthly project reports to CGIA will be submitted with invoices that demonstrate the implementation status of the task within this work plan.

### **TASK 2: EVALUATION OF EXISTING ENVIRONMENT [ONLINE SURVEY](#)**

Following the kickoff meeting our team will begin to interview the key individuals in the agencies targeted for inclusion in the reports. Key individuals should include the different agency GIS managers, senior staff, subject area specialists and others identified as key to the various processes. This will take the form of an online survey.

The purpose of the online survey, conducted as part of this project, is to document the real and perceived needs of the participants, to determine the extent to which existing data and other technologies help meet the needs and the user's requirements. We will also have a web-based forum on several different dates for other members of the GIS Council to participate in if budget permits. Most likely it will be composed of a combination of both approaches. We want to get as many of the 33 organizations of the California GIS Council involved in the process as possible. We plan to identify up to 20 organizations that have completed or are in the process of completing an orthoimagery project within the past three years. As appropriate, we will use the results of the Strategic Planning Online Survey to help target potential regions for follow-up investigation. In particular, these contacts will include people and agencies that have participated in multi-jurisdiction imagery collection projects, such as SanGIS, LAR-IAC, CCJDC, SACOG and CIRGIS.

### **TASK 3: IN-DEPTH REVIEW OF SELECT EXISTING IMAGERY AND DIGITAL ELEVATION CASE STUDIES [INTERVIEW CASE STUDY SURVEY](#)**

As a part of its goal for a statewide digital orthophotography and digital elevation program, CGIA is interested in integrating the data from all state and local entities having spatial data that can be linked now or in the future. The Study Team's inventory will serve the purpose of identifying business drivers and critical success factors as well as lessons learned from projects that may have not met their goals.

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### **TASK 4: NEEDS ASSESSMENT DEVELOPMENT WORKSHOPS**

The information gained from the previous tasks will be synthesized into a Business Plan Needs Assessment report. Crafted properly, the document should provide a snapshot of the existing needs of all the agencies included in the study and the steps required for meeting those needs. Further, this snapshot should provide the framework and basic tools for developing the Business Plan Needs Assessment Report as well as the Emerging Technologies Report. The needs assessment report will consider criteria such as digital imagery standards, scope, stakeholder participants, project staffing, project management, project schedule, data sharing, costs, funding considerations, etc. The purpose of the workshops in five locations will be to have the audience in attendance provide a critique of the report findings, conclusions, and recommendations.

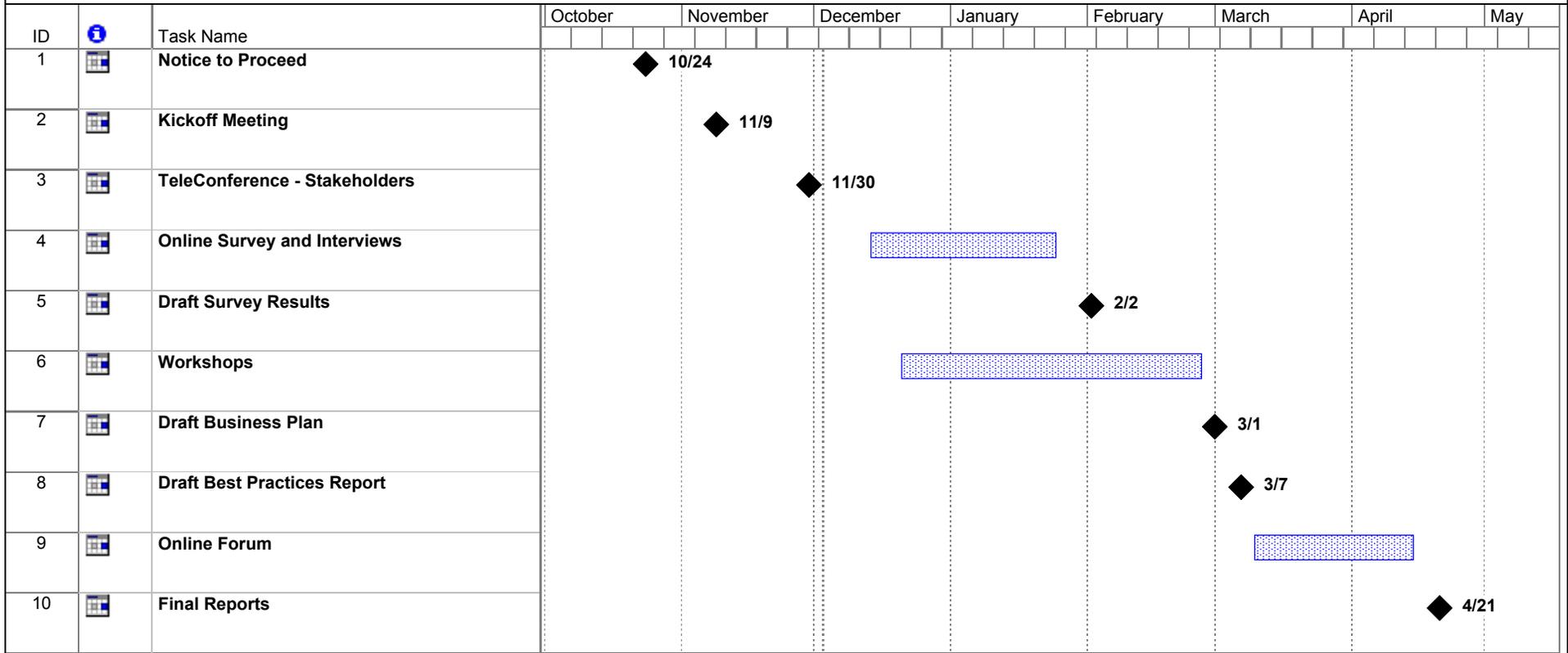
### **TASK 5: BEST PRACTICES RECOMMENDATIONS FINAL REPORT.**

Following the Business Plan Needs Assessment Report, the Team will provide a document outlining its recommendations for program changes that will move the state toward an enterprise digital orthophoto and digital elevation model that is compatible with the proposed Imagery for the Nation program. In some cases, there may be a variety of options from which a preferred option can be chosen.

The Study Team will make recommendations from among the case study options. This report should be reviewed carefully by CGIA and the participating agencies; a revision will be made to reflect feedback, since this is the document that is intended to state specifically tools, techniques, and processes are needed to achieve its imagery business goals. A report table of contents will include an outline of the chapters of the report, which may include chapters outlining opportunities, costs/benefits and the recommended best practices design template. Using the information gained in the Interim Analysis Report and in the Business Plan Needs Assessment Report, a written report will be prepared on the Best Practices identified. Using an on-line forum Stakeholders will comment on the draft report. The CGIA Contract Manager will then work with GeoSpatial Consulting Services to accept the final deliverable to be submitted.

# Imagery Business Plan and Best Practices Report

## California Geographic Information Association



Project: Imagery for the Nation Date: Mon 12/3/07	Task		Milestone		External Tasks	
	Split		Summary		External Milestone	
	Progress		Project Summary		Deadline	