Ministry of Forests and Range
Systems Development Life Cycle (SDLC)
Right-sizing Categories

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NOTE: The right-sizing calculator will automatically determine your project's right-sizing category based on your responses to several questions. The following sections provide an explanation of the how the categories were derived.

Summary

This right-sizing model has been created to allow projects to have a clearer understanding of the required deliverables/outcomes that must be delivered for a systems development project at the Ministry of Forests and Range. In the past, all projects were treated as one category, with mandatory and optional deliverables. Deliverables which were clearly 'not applicable', still showed up as mandatory.

The SDLC Working Group has decided to use three categories, namely, **Simple, Intermediate, Complex**, to simplify the determination process, but also provide flexibility to projects. It is understood that no model will be perfect and some exception process is required. Project Managers can request exceptions to the deliverable list determined by this right-sizing formula.

Right-sizing Categories

This document contains 2 tables which explain the right-sizing categories to be used for a given MFR project or release of a project.

- Table 1 – Definition of Right-sizing Categories by Criteria – This table explains the basic definition of the 3 categories: Simple, Intermediate or Complex.
- Table 2 – Right-sizing for Type of Project – This table gives an explanation of how the categories apply depending on the type of project.

Table1 – Definition of Right-sizing Categories by Criteria

The following table defines the 3 categories based on the criteria discussed by the SDLC Working Group. Examples are provided at the end of the table.

A point system has been devised to tally the results and finalize the determination of a project (or release) as simple, intermediate, complex. (This is implemented in the right-sizing calculator.) Some criteria have more weight, e.g. as soon as you have data model changes, you are bumped up to intermediate or complex.

Table1 – Definition of Right-sizing Categories by Criteria

Categories → / **↓ Criteria**	**Simple**	**Intermediate**	**Complex**
Size of Project (or Release) e.g. $, effort, Resources required.	<$50K	>= $50K and < $200K	>= $200K
Is there a new data model required or are there data model changes to an existing data model, or ESF schema changes required?	No	Yes	Yes
How many internal Ministry Business areas and/or external stakeholders e.g. licensees are impacted?	A Single Business Area involved	> 1 Business Area within the Ministry involved	Entire Ministry and/or interfaces with other ministries or external stakeholders, e.g. licensees
Extent of Impact	Small scale impact E.g very minor business process impacts.	Medium scale impact E.g. some business impacts/changes	Large Scale Impact E.g. significant business impacts/changes
Technical Complexity	Similar project has been done before, using existing technology, infrastructure, etc.	Involves components or concepts new to the ministry	Involves components or concepts new to government
Risk	Low Risk	Medium Risk	High Risk
Dependencies/ Integration	None	Low Includes minor dependencies	High Includes changes which affect interfaces to other apps
Innovation vs. Standard	Nothing new, follows existing standards	Somewhat innovative	Highly innovative, new technology and methods
Policy and Standards Impacts	None	Low	Medium to High Impacts

Categories →	Simple	Intermediate	Complex
↓ Criteria			
Examples:	No data model changes are required for your project and no process model changes are required. • Examples include: Application Maintenance activities e.g. bug fixes that fall into this category. • Some Operational Reporting projects that fall into this category. • Minor Data Warehouse maintenance activities may fall into this category.	• All intermediate sized routine application development/enhancement projects/releases using existing technical infrastructure, standards and processes. • Small Data Warehouse releases: 1 cube/ report/ dashboard product	• All larger or innovative application development projects/releases with greater complexity and impacts. • Large Data Warehouse releases: multiple cubes/reports/ dashboard products.

Table 2 – Right-sizing explained for Type of Project

The following table explains how the 3 categories apply to the various project types.

Category → / Project Type ↓	Simple	Intermediate	Complex
Application Development /Enhancement	Only if no new tables or table changes	Assume all new development and enhancements with new tables or table changes are intermediate …	…or complex
Maintenance	Only simple if no table changes	Anything over 50K and/or with data model changes should be treated as an Enhancement project and intermediate…	…or complex
Operational Reporting	Falls under Simple Application Development	If over 50 K and data model changes then must be classified as Application Development/ Enhancement and intermediate ...	…or complex
Data Warehousing/ Business Intelligence*	Categorize as simple only if no new tables or table changes e.g. data warehouse maintenance	Assume all new development and enhancements with new tables or table changes are intermediate…	…or complex.
Infrastructure or New Technology (Only if no impact to database →, no new tables or table changes)	Essentially same as Application Development / Enhancement project type, but a few deliverables not needed, e.g., likely no need for process model or data model. May not even need a Business Requirements Document.		

*Note: Basic DW deliverables are same as application development with some extra components in these deliverables.