1. DRD Title Information Technology (IT) Capital Planning and Investment Control (CPIC)		
2. DRD No.: 3	**3. Data Type:** 2	**4. OPR: OCIO**
5. Solicitation No.: 80GSFC26R0006	**6. Contract No.:** TBD	
7. Date Issued: 2/8/2024	**8. Date Revised:** N/A	**9. DRD Category:** **Technical** ☐ **Administrative** ☒ **S&MA** ☐

10. Description/Use: To document the Contractor's compliance with Federal and NASA IT CPIC Planning and Reporting regulations and reporting requirements.

11. Distribution: Electronic Submission to the CO, COR, Contracting Organization's OCSO, and Center CISO

Initial Submission: With the first CPIC reporting cycle after contract award. The Center Investment Manager (CIM) will provide the annual CPIC reporting schedule based on Office of Management and Budget (OMB) direction.

Submission Frequency: As required by Government, but at a minimum once annually to support Government budget formulation and IT reporting activities. The date may vary by Center and organization, but typically will occur in late January/early February so that the data is available to support budget formulation activities and data collection for CPIC reporting requirements. The CIM will provide the annual CPIC reporting schedule based on OMB direction.

Format: Unless otherwise directed, the data requested in this DRD shall be delivered to the Government in soft-copy via an electronic transfer mechanism (e.g., electronic mail, flash drive, or file transfer protocol) in a format readable by a Government device utilizing the standards in NASA-STD-2804, Minimum Interoperability Software Suite.

Interrelationship: Contract Requirements and Statement of Work sections related to Information Technology

Applicable Documents:
OMB Circular A-11 and A-130

Scope: Information Technology (as defined in the Clinger-Cohen Act) is subject to certain scrutiny and reporting requirements as set forth in Legislative actions, and Executive and Agency mandates and directives. The passing of the Federal Information Technology Reform Act (FITARA) of 2014 expanded on Clinger Cohen and the requirements for agencies to assess and report their information technology (IT) investment portfolios. The Office of Management and Budget (OMB) Circular A-130 establishes the policies that govern Federal IT in order to implement statutory IT requirements, and includes IT Investment management, planning, and control (i.e., CPIC). The annual OMB Circular A-11 establishes the guidelines and requirements for IT investment reporting to the Executive Branch and Congress as part of the annual Federal budget cycle.

The Contractor shall prepare a report of all IT expenditures consistent with the Agency's guidelines and policies regarding the management and reporting of IT resources, to include the annual CPIC data in support of the agency's budget formulation process. Any additional reporting requirements associated with CPIC reporting and data collection process will be covered by this DRD.

In conformance with IT management and reporting processes, to include CPIC, Contractors shall participate in data

collection and reporting efforts. Contractors shall furnish the data needed for the Agency to comply with statutory and OMB requirements including but not limited to those documented in OMB Circular A-11. Accurate and complete data submissions are to be made in a manner consistent with the reporting structure, and within the timeframes established for the Center.

The contractor may reach out to the CIM for questions regarding CPIC reporting.

Contents: All Contractors shall submit their Fiscal Year spending plans for review and approval to the cognizant Center Chief Information Officer (CIO), or designee, prior to the beginning of the Fiscal Year (October). Changes to spending plans during the Fiscal Year shall be approved by the CIO, or designee, before implementation. Formats and reporting processes and procedures will be provided annually based upon Center and Agency requirements.

Examples of documentation, formats, processes, procedures, and structures will be provided annually in support of the data call. The attached Excel Spreadsheet, entitled "CPIC DRD Template for IT Portfolio PPM Data Collection," is a sample template for Year 1 of the Contract. This is a dynamic process, and formats, processes, procedures, and structures are subject to change. The reporting requirement is defined by OMB annually. Each year, OMB may request varying levels of reporting across varying levels of technologies and labor, depending on their focus.

Remarks: None

Maintenance: Updated with Annual Submission