

**Question - In order to select and stand up a successful data analytical project, what are the fundamental procedures and/or guidelines to follow?**

~

### Senior Management Support

- Project Selection –
  - Canvass senior management in key business segments such as in an OIG that would be audit and investigations.
  - Identify that project whose objective is readily doable in a limited period of time AND has known low hanging fruit for immediate impact.
- Proof of Concept Documentation
  - Clear concise project objective that can both be measured and recognized when you get there.
  - Detailed process / strategy to achieve this objective.
  - Identify needed staffing, skill sets and other resources needed such as hardware, software, and/or contractor support.
  - Identify any anticipated barriers, delays or legal issues. The principle advantage of developing a proof of concept prototype is that development time and cost is at a relative minimum amount. This conceptual presentation is to offer management a rudimentary ‘point in time’ representation of the results of system without being concerned with its visual presentation, system functionality or organizational implementation.
    - All application data, system hardware/software components, stated staff skill sets and availability are in line with proposed timelines. There are no anticipated legal implications since all data matching processes/algorithms are iterations of established practices.

- Critical Milestone Dates – primary purpose is twofold, first and most important is the management of expectations and second is project management best practices.
- Project Team – ideally you will have identified and gotten acceptance of the core members of the project team.
- Executive Champion – identify an executive champion/sponsor who has an agreed upon vision of the value and direction of the implementation the data analytic project.