Activity: Not Invented Here: Assessing Integration Options

Goals

1. Identify functional requirements or feature requests that may be solved by integration

2. Identify and assess potential integration solutions to satisfy functional requirements or feature requests

Prerequisites

Development Roadmap, Tech Activity: Landscape Analysis

Who Should Participate?

Program leadership (strategic thinkers), Program management (tactical thinkers). This activity is best kicked off with a small group together (in-person or virtually), and then moved to asynchronous work.

Length

Part 1, 60-90 minutes with a small group. Part 2, depends on the scope of the project.

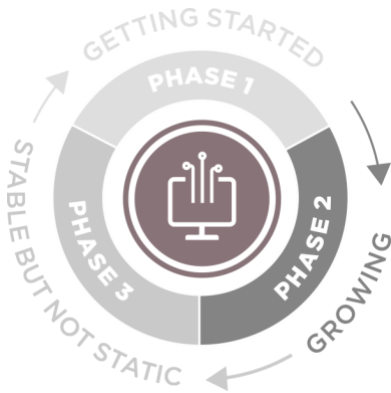### Activity Instructions

Part 1: Small group together

Identify functional requirements or feature requests on your roadmap that may be solved by integration. Sample questions to ask about proposed features are below; if the answer is yes to a majority of the questions, then integration may be a good idea.

Criteria	Yes	No
Is the request for a brand-new feature?		
Does the functional need have a timeline or expiration date?		
Is the functionality needed quickly, e.g. within one or two quarters?		
…		

Part 2: Small group asynchronously

- Compare functional requirements with the features/functionality of the solutions identified in your landscape analysis

  o It may be useful to break the functional requirements into user stories to compare

- Assess suitability of potential solutions

  o Does the platform have a compatible license?

  o Is the identified solution designed as a component or amenable to re-use?

- Complete a gap analysis

  o Determine what is missing from your functional requirements

  o Prioritize the gaps with your community - are they must haves?

TECHNOLOGY

Phase II: Expanding and Integrating

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- Map the integration

    o Create a workflow document that shows how the two systems would interact.

    o Is one system fully contained by the other, or do they just communicate? If the latter, does data flow both ways? Which is the system of record?

- Learn about and communicate with the other program

    o Who is their core community? Does it overlap with yours?

    o Who are the executive, strategic, and tactical leaders?

    o Are they open to an integration? Would their community benefit?

    o Do they have a sustainability plan?

- Determine deal breakers

    o What would stop an integration from being effective?

- Assess outcomes

    o No solution compatible - program will have to build

    o Multiple solutions compatible - assess them all to see which one is the most compatible

    o One best solution - work with governance and technology leadership to determine formal process for moving forward with integration (e.g. is an MOU or other agreement needed?)