**Boilerplate**

**Purpose**

* This is a “template” to be used as a “starting point” for the sake of helping you develop your own IT Governance Program.

**Copyright / Permission to Use**

* Permission to use this document is conditional upon you receiving this template directly from an **infotex** consultant, **infotex** website or e-commerce site, or an **infotex** workshop / training presentation.
* By using this template either in its entirety or any portion thereof, you acknowledge that you agree to the terms of use as dictated in the “Transfer of Copyright Agreement” located at copyright.**infotex**.com. This agreement establishes that when you customize this template to your specific needs, your organization may have copyright of the customized document. However, **infotex** retains copyright to the template. This agreement also establishes that you will not share this or any other template with third parties other than auditors and examiners. You may not transfer ownership of the customized documents to any other organization without the express written permission of **infotex**.

**Instructions**

* Make sure to read through the template carefully as not all situations will pertain to your organization. However, to assist you in customizing the document to your specific needs, we have attempted to color code areas that will need your special attention. Color coding is as follows:
  + All areas needing customization and/or consideration are in **red**.
  + Sections that are in **brown** are optional sections according to our definition of best practices. These sections may be removed if they do not match your needs.
  + Sections in **blue** are merely instructions or additional information for knowledge purposes and should be removed.
  + Sections in **green** are examples.
* Note that you should confirm that all text has been changed to “black” before considering this template final for your organization. If there are any sections in any other color than black, then all situations or customization has not been considered.

This section (Templates) may be removed once the document has been customized, for at that time we turn ownership of the customized document over to you.

# <Name of Institution> Information Technology Strategy 2016, 2017, 2018

This document presents the Information Technology Strategic Plan for <Name of Institution>. The purpose of this plan is to provide a “roadmap” for management to implement and deliver services that support the strategic mission and goals set by the bank.

This document is accompanied by a separate Information Technology Tactical Plan.

These two documents represent a snapshot of plans within an ongoing, organic planning process. This plan incorporates significant findings resulting from various assessments with the tactics required as a response to the bank’s overall business strategy.

**Vision Statement:**

Your vision statement should be very personal to your team. You should try to come up with it as a team. Don’t take yourself too seriously. But have a statement you can always point back to. The following are merely examples:

Technology will facilitate the achievement of our business plan, in a manner that minimizes frustration and risk while maximizing productivity, teamwork, communication, and competitiveness.

-----

Technology is to banking as water is to the earth . . . . it gives us life, keeps us moving, and creates risk. It is what separates us from other institutions. Our role in the bank is to maintain technology’s productive, rather than destruction, use.

-----

Technology will be used to keep our institution productive, competitive, communicative, and risk-appropriate.

-----

To remain productive, profitable, and frustration-free, we are laggards when it comes to deploying new technologies. While we agree that sometimes we may stray from this position . . . . for example to deploy technologies which substantially lower risk or technologies which our customers are demanding immediately . . . . we in general will hold off on a new technology until LONG after the rest of banking has wrestled with it.

-----

By implementing a strategy for reaching challenging yet attainable goals, we will create an environment that integrates technology in a cost effective manner into the fabric of the bank and provides all of the bank’s employees and customers with information, tools, and services they need, when and where they need them, to accomplish their objectives or needs. Our tactics reflect our belief that technology represents an important business process that must be managed to ensure the realization of <Name of Institution>’s mission and strategy.

# Technology Strategy Statements

Many institutions find it helpful to boil down all the strategy ideas to a set of statements that can be reviewed throughout the year.

In 2016-2018, <Name of Institution> will [what’s the one key accomplishment in the next three years?]

* We will ensure that technology facilitates the tactical plan of the overall bank strategy.
* We will manage the risk of information, technology, and information technology, and escalate risk acceptance decisions appropriately.
* We will continually improve IT Governance to ensure that the technology strategy meets bank strategy objectives, improves competitiveness and profitability, and effectively communicates tactics.
* We will always facilitate the training objectives of the bank’s overall strategy for Customers, Vendors, Employees, Management, and Board Members.
* We will always confirm effectiveness of new system deployments (such as instant debit cards, on-line mortgage origination, web site redesign, etc.) to ensure business objectives are met.
* We will use technology to help us meet the intense compliance burdens of our community-based bank, and respond to the new focus on Cybersecurity with the Cybersecurity Assessment Tool.
* We will maintain high regulatory ratings.
* We will not invest in technology for technology’s sake. Using Everett Rogers’ Theory of Innovation:
  + In general we are a late majority adopter of security technology
  + We will understand the true costs of technology and any investment in technology will always be thoroughly evaluated for cost versus benefit versus risk mitigation.
  + We recognize that some technologies will produce risk management benefits rather than return on investment benefits.

With the above strategy in mind, the following tactical plans have been proposed by the Information Technology Steering Committee, and are submitted for the board’s awareness as un-prioritized plans:

List out 8-11 “tactic names” from your tactical plan.

1. Facilitate Tactical Plan of the Overall Bank Strategy
2. Manage Technology Risk
3. Training
4. Roll out the final phases of Mobile Banking
5. Instant Debit Card Machine
6. Maintain High Regulatory Ratings
7. Facilitate the redesign of the web site
8. Integrate the new Cybersecurity Assessment Tool into our Risk Management Practices
9. Prepare for the expiration of our MSSP contract (because we want to switch to infotex)