Project Fast Lane (PFL) Update

April 2023

Overall Status

- Significant progress was made in March across all project workstreams.
- Overall, the project is on schedule, but the Design Phase for the Pre-Travel Authorization and Travel Registry Workstream has been extended for 2 weeks to complete campus discussions.
- We are still on track to be ready for a summer pilot of the new travel and expense processes.

Functional Workstream Update

- 73 functional design decisions were identified during the design phase. In March, discussions continued with Controllers and key stakeholder groups to review and validate design decisions.
- The critical Travel Booking and Expense Reporting Workstream design decisions have been validated, so that workstream will transition to the Configuration Phase.
- The Pre-Travel Authorization and Travel Registry design phase has been extended by 2 weeks to complete all campus discussions and validate all critical design decisions.

Technical Workstream Update

- In March, the Technical Workstream Team identified all of the integrations required for the future T&E processes.
- The Team identified an initial approach and requirements for each integration. The Team will focus next on developing the most critical integrations.
- A Working Group was organized to design the approvals needed for the future technology. The approval designs will now be incorporated into the technical and functional workstreams.
- In April, an Accessibility Workstream will be organized.

Change Management Workstream Update

- We formalized the Change Management workstream and designated an internal lead to coordinate all activities.
- Plans are being developed across several change management activities, including a campus Readiness Assessment/Change Management Plan, a Training Plan, a Rollout Strategy, and additional campus communication.
- Questions and Answers are continually updated on the project website

Questions and Support

- Check out the project website for updates
- For additional support please contact David Nero at dnero@umassp.edu