IT Integration Proposal

Date: _____

Prepared by: _____

1. Executive Summary

Provide a brief overview of the purpose of this IT integration proposal, including major goals and desired outcomes.

2. Background & Objectives

Describe the current environment, challenges or opportunities, and the core objectives of this integration effort.

3. Scope of Integration

- In-scope systems/applications
- Out-of-scope items
- Key business processes to be impacted

4. Proposed Solution

1. **Architecture Overview:** Outline proposed architecture or integration framework.
2. **Components:** List and explain key components/services to be integrated.
3. **Approach:** Detail methodology or approach for integration.

5. Implementation Plan

1. Phases/Milestones
2. Timeline (estimated)
3. Key tasks and owners

6. Roles & Responsibilities

- Project Manager
- Technical Lead
- Stakeholders
- Other key participants

7. Risk Assessment & Mitigation

- Main risks (technical, business, etc.)
- Mitigation strategies

8. Budget & Resource Estimation

Summarize projected costs and required resources (human, technical, time).

9. Success Criteria & KPIs

Define clear metrics and indicators to evaluate the success of the integration project.

10. Appendix

Include supporting information, diagrams, glossary, etc., as needed.