

Agency   
IT Master Plan (ITMP) Waiver

**Department of Information Technology**

**Michael G. Leahy**

**Secretary**

Attn: Department of Information Technology

The <AGENCY NAME> is requesting a waiver from the Department of Information Technology for its Fiscal Year 2020 annual ITMP submission as required by Maryland State Finance and Procurement articles 3A-302-3A-309. The justification for our Agency’s waiver request is:

JUSTIFICATION FOR WAIVER [Check all that apply]:

[ ] The Agency is a small agency with less than 10 resources with no information technology projects or systems beyond the standard laptops/desktops with office automation software (Microsoft Office, Visio, Outlook, Google, etc.).

[ ] The Agency does not have any systems beyond a static website with static content.

[ ] The Agency is not a “Unit” of State government, as defined under MD Code, State Finance and Procurement § 11-101.

ADDITIONAL JUSTIFICATION COMMENTS:

|  |
| --- |
|  |

<Agency POC Name> Date

<Agency POC Title>

[ ] APPROVED [ ] DENIED

COMMENTS:

Michael G. Leahy Date   
Department of Information Technology – Secretary