

Guiding Principles were developed by the State of Maine to help the project team accomplish its goals in the most timely and cost-effective manner while meeting the essential requirements of the State.

- ▲ Always educate our stakeholders.
- ▲ Make our process more efficient and reduce manual labor or paper.
- ▲ Keep it simple - is it needed for go-live?
- ▲ Support the goal of standardization.
- ▲ Build a sustainable solution for users and for IT.
- ▲ Understand the why behind decisions.
- ▲ Use data elements consistently and clearly in decision-making.
- ▲ Do no harm - make things better than before.
- ▲ Build a tool that allows people to focus on strategic work.