

1. PRIMARY CORE DATA PROCESSING VENDOR AND PRODUCT NAME

	Vendor	Product
Primary core data processing system		

2. IF YOU SELECTED 'OTHER' FOR CORE PROCESSING SYSTEM, PLEASE PROVIDE VENDOR AND PRODUCT INFORMATION

Answer:

3. PRIMARY CORE DATA PROCESSING DELIVERY (ANSWER REQUIRED IN ORDER FOR YOU TO RECEIVE AN 'ASSETS PER IT FTE' METRIC COMPARED TO PEERS USING THE SAME DELIVERY METHOD)

- ☐ 1 In house/Purchased
☐ 2 Hosted/Outsourced/ASP

4. HOW MANY END USER COMPUTING DEVICES ARE DEPLOYED WITHIN YOUR ORGANIZATION?

	# Deployed Units
Desktop PCs	
Thin Client Workstations	
Laptops/Notebooks	
Other Mobile (Tablets/Smartphones)	
Printers / Multi-Function Devices (Exclude receipt / check printers)	

 5. # OF **PHYSICAL** AND / OR **VIRTUAL** SERVERS ARE DEPLOYED WITHIN YOUR ORGANIZATION

	# Physical	# Virtual
Servers		

6. # OF ROUTERS, SWITCHES, AND WIRELESS ACCESS POINTS

	Count
Routers	
Switches	
Wireless Access Points (WAPs)	

7. # OF CASES PER MONTH ARE HANDLED BY YOUR IT HELP DESK

Answer: _____

Format: 0

8. TOTAL NUMBER OF WAN LINKS/CIRCUITS

Instructions

- Primary Host, Internet, site-to-site, disaster recovery sites and back-up links

Answer: _____

Format: 0

9. CIO/CTO FTE

Include

- Chief Information Officer
- Chief Technology Officer

Exclude

- Management functions below the "C-Level" (See 'IT Management/Supervisory' [13])

Answer: _____

Format: 0.00

10. IT MANAGEMENT/SUPERVISORY FTE

Include

- Coaching and supervising

Exclude

- Chief Information Officer, Chief Technology Officer (See 'CIO/CTO' [13])
- Day-to-day functions outside of supervising captured elsewhere (See 'IT Project Managers, Developers, Network Management, etc.' [13])

Answer: _____

Format: 0.00

11. CORE SYSTEM COMPUTER OPERATIONS FTE

Include

- Core daily cycle runs/batch jobs
- Report production
- Change control administration

Exclude

- Non-core application support (See 'Applications Support' [13])

Answer: _____

Format: 0.00

12. DEVELOPERS FTE

Include	<ul style="list-style-type: none">• Web (Internet/Intranet, corporate website, internet and mobile banking development)• Middleware/Integration, interface development• Other development - workflow and automation programming• In-house core system programmers and core scripting• Other programming
Exclude	<ul style="list-style-type: none">• Managing content for internet banking (See 'Digital Banking')• Managing content for company intranet (See 'HR--Other')• Extract Transform Load (ETL) developers (See Business Intelligence FTE)• Database Administrators (DBAs) (See Business Intelligence FTE)

Answer: _____

Format: 0.00

13. APPLICATIONS SUPPORT / USER ACCESS ADMINISTRATION FTE

Include	<ul style="list-style-type: none">• Applying patches and releases, managing log files and testing of all applications• Application user access administration (User adds/changes/deletes)• Management of application vendor relationships
Exclude	<ul style="list-style-type: none">• Business line staff time spent on reconciliation and day to day business needs (include in respective business line allocations)• Time spent on answering business process questions for front-line staff (See 'Retail Delivery Support' [01])• Business analysts responsible for gathering functionality requirements for RFPs or in house development or ad hoc report writers (see 'Business Analyst' [13])• IT Project management (See 'IT Project Manager' [13])• Overseeing vendor risk (SSAE16/SAS 70, negotiations, contracts) (See 'Vendor Management' [14])• Information security policy oversight (See 'Enterprise Risk management computer security' [14])

Answer: _____

Format: 0.00

14. BUSINESS ANALYSTS FTE

Include	<ul style="list-style-type: none">• Translating user needs into system functions, features, and/or specifications• Requirements gathering for RFPs, custom development and interfaces• Researching system features/capabilities and serving as subject matter expert for those systems• Pre-production system configuration form / workflow design and maintenance• Training development/coordination
Exclude	<ul style="list-style-type: none">• Business line staff time spent on reconciliation and day to day business needs (include in respective business line allocations)• IT Project Management (See 'IT Project Manager' [13])• Overseeing vendor risk - SSAE16/SAS 70, negotiations, contracts (See 'Vendor Management' [14])• Workflow / automation programming (See 'Developers' [13])• Routine end user support beyond training• Application support (See 'Application Support' [13])• Business process analysts, business process improvement (See 'QA/Corporate Project Managers' [17A])

Answer: _____

Format: 0.00

15. IT PROJECT MANAGERS FTE

Include	<ul style="list-style-type: none">• IT Projects managing
Exclude	<ul style="list-style-type: none">• Enterprise project management functions (See 'Quality Improvement/Corporate Project managers' [17A])

Answer: _____

Format: 0.00

16. BUSINESS INTELLIGENCE / ANALYTICS FTE

Include	<ul style="list-style-type: none">• Data warehouse management• Database administration (DBAs)• Database extracts, loads, queries• Detailed report creation• Data scientists
Exclude	<ul style="list-style-type: none">• Report writer / BI tool reporting responsibilities that are included in line of business functions

Answer: _____

Format: 0.00

17. END-USER PC TECHNICAL SUPPORT FTE

Include	<ul style="list-style-type: none">• "Break/fix" PC server support
Exclude	<ul style="list-style-type: none">• Staff time fielding end-user technical questions (See 'End-User Help Desk Support' [13])

Answer: _____

Format: 0.00

18. END-USER HELP DESK SUPPORT FTE

Include	<ul style="list-style-type: none">• Staff fielding user calls including PC questions
Exclude	<ul style="list-style-type: none">• Hardware support staff (See 'End-User PC Technical Support' [13])• Retail help desk (often based in operations or contact center) (See 'Retail Delivery Support' [01])

Answer: _____

Format: 0.00

19. NETWORK MANAGEMENT FTE

Include	<ul style="list-style-type: none">• Server, router, switches• Security appliance support
Exclude	<ul style="list-style-type: none">• Voice and other tele / data support (See 'Voice Communications')• Information security policy oversight (See 'IT/Computer Security')

Answer: _____

Format: 0.00

20. VOICE & DATA COMMUNICATION FTE

Include	<ul style="list-style-type: none">• Supporting voice system, WAN & data network
Exclude	<ul style="list-style-type: none">• Data network, support (See 'Network Management')

Answer: _____

Format: 0.00

21. IT STAFF - OTHER FTE

Include	<ul style="list-style-type: none">• Information Technology functions not included in other categories• IT administrative assistants/office support
Exclude	<ul style="list-style-type: none">• IT purchasing (See 'Purchasing' [15])• IT/Computer Security activities (See 'IT/Computer Security' [14])• Disaster Recovery or Business Continuity activities (See 'Disaster Recovery/Business Continuity' [14])

Answer: _____

Format: 0.00

22. IF YOU ENTERED 'OTHER' IT FTE, PLEASE DESCRIBE THEIR FUNCTIONS

Answer: _____

23. INFORMATION TECHNOLOGY SPENDING: CORE SYSTEMS, DATA COMMUNICATIONS, REMOTE DELIVERY, INFRASTRUCTURE, STRATEGIC SYSTEMS
Instructions

- The following questions outline annualized technology spending in five major categories: core systems, data communications, remote delivery, infrastructure, and strategic applications
- The five categories are then broken out by outsourcing fees, hardware costs, software costs, staffing, and any other operating expenses
- Properly allocating these costs will require breaking out costs from the IT outsourcing and data communication bills and from your institution's fixed asset depreciation schedule
- Internal staff costs including salaries and benefits should be allocated functionally among the five major technology spending categories
- For an accurate summation of your institution's IT costs, avoid counting the same expense in multiple questions
- If you do not provide adequate or any answers for technology spending, we will not be able to provide you with IT spending metrics

Click YES if you have read and understand the instructions

Click NO if you plan on contacting Cornerstone for further instructions

☐ Yes

☐ No

24. CORE SYSTEM COSTS
Include

- If outsourced, service bureau or facilities management contract fees, third party network management fees, software amortization of licenses
- Hardware includes institution-owned core systems hardware depreciation and maintenance
- Software costs for core systems and core applications
- Staffing includes salaries and benefits for staff time associated with the core systems
- Other core systems cost might include premises cost for core system, paper costs

Exclude

- Item processing, statement processing
- Telecommunications
- ATM charges (See ATM costs [04])
- File servers and other equipment not used to run the core systems
- PC workstations (See Annual Infrastructure [13])
- Data communications (See Annual Data Com [13])
- Strategic systems and applications (See Annual Strategic Systems [13])

	Annual Core System Costs
Outsourcing fees	
Hardware costs	
Software costs	
Staff costs	

Operating / Other costs

25. ANNUAL DATA COM OUTSOURCING FEES

Include	<ul style="list-style-type: none">Any portion of service bureau bill relating to data communicationsPortion of internal phone bill relating to data communicationsAllocation of line costs to data if voice/data lines combinedAny other third-party data network fees
Exclude	<ul style="list-style-type: none">Voice lines and voice phone bills (See [15] telephone)

Answer: _____
Format: \$0

26. ANNUAL DATA COM HARDWARE COSTS

Include	<ul style="list-style-type: none">Depreciation of host communications processor (if organizational-owned)Costs associated with WANDepreciation of routers, switches
Exclude	<ul style="list-style-type: none">Depreciation of voice equipment

Answer: _____
Format: \$0

27. ANNUAL DATA COM SOFTWARE COSTS

Include	<ul style="list-style-type: none">Software and licensing related to data communications vendors (i.e., Smartnet)
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Answer: _____
Format: \$0

28. ANNUAL DATA COM STAFFING COSTS

Include	<ul style="list-style-type: none">Operating staff assigned to telecommunications monitoringCosts for contractors with greater than 90-day assignmentsSalaries and benefits
Exclude	<ul style="list-style-type: none">Staff who support voice systems (Include in Infrastructure cost)

Answer: _____
Format: \$0

29. ANNUAL DATA COM OPERATING / OTHER EXPENSES

Include	<ul style="list-style-type: none">Depreciation of one-time telecommunications installation or design
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Answer: _____
Format: \$0

30. ANNUAL REMOTE DELIVERY OUTSOURCING FEES

Include	<ul style="list-style-type: none">• Online account opening/lending• Online brokerage/cash management• e-Statements• Voice Response Unit (VRU) / Telephone banking• DocuSign or any other digital signature capture
Exclude	<ul style="list-style-type: none">• Online banking, mobile banking (See 'Digital Banking'[03]). Answers provided in the 03 Digital Banking section will be included in calculation of remote delivery IT costs.• ATM costs (See 'Cards and Payments' [04]. Answer provided in the 04 Cards and Payment section will be included in calculation of remote delivery IT costs. <p>Not included in calculation of remote delivery IT costs:</p> <ul style="list-style-type: none">• Bill pay (See 'Digital Banking'[03])• Card Association pass through fees (Visa, MasterCard)• ACH transaction charges and ATM driving and network management fees (See 'Cards and Payments'[04])

Answer: _____

Format: \$0

31. ANNUAL REMOTE DELIVERY HARDWARE COSTS

Include	<ul style="list-style-type: none">• Voice Response Unit (VRU) / Telephone banking• PIN selection device
Exclude	<ul style="list-style-type: none">• Bill pay servers (See 'Digital Banking' [03])• Internet Banking servers (See 'Digital Banking' [03])• ATM (See 'Cards and Payments'[04])

Answer: _____

Format: \$0

32. ANNUAL REMOTE DELIVERY SOFTWARE COSTS

Include	<ul style="list-style-type: none">• Voice Response Unit (VRU) / Telephone banking• Online account opening / lending software and maintenance
Exclude	<ul style="list-style-type: none">• ATM (covered in 'Cards and Payments Section')• Core System ACH/EFT authorization software• Internet banking and bill pay (covered in 'Digital Banking Section')

Answer: _____

Format: \$0

33. ANNUAL REMOTE DELIVERY STAFFING COSTS

Include	<ul style="list-style-type: none">• Internal programmers related to remote delivery• Salaries and benefits
Exclude	<ul style="list-style-type: none">• Line of business FTE involved with web site content

Answer: _____

Format: 0

34. ANNUAL REMOTE DELIVERY OPERATING / OTHER EXPENSES

Include	<ul style="list-style-type: none">• Other related supplies• Fraud loss related to remote delivery
Exclude	<ul style="list-style-type: none">• Card Association pass-through fees (Visa, MasterCard)• Cost of cards /encoding cards (Covered in 'Cards and Payments Section')

Answer: _____

Format: \$0

35. ANNUAL INFRASTRUCTURE OUTSOURCING FEES

Include	<ul style="list-style-type: none">• Third-party LAN management fees and design costs• Third-party user help desk fees, security, intrusion testing
Exclude	<ul style="list-style-type: none">• Core systems expenses• Telecommunications expenses

Answer: _____

Format: \$0

36. ANNUAL INFRASTRUCTURE HARDWARE COSTS

Include	<ul style="list-style-type: none">• PCs, file servers, wiring, modems, printers, bridges, firewalls, network cards (if separate from PCs)• Depreciation of one-times including installation, hardware, etc.• Hardware maintenance costs• Cisco smart net
Exclude	<ul style="list-style-type: none">• Hardware assigned to core applications

Answer: _____

Format: \$0

37. ANNUAL INFRASTRUCTURE SOFTWARE COSTS

Include	<ul style="list-style-type: none">• Microsoft Agreement• Desktop Operating System• Network Operating System• Desktop productivity software• Databases• Email/Exchange• Annual licensing of desktop/server software fee
Exclude	<ul style="list-style-type: none">• Core systems/strategic applications software• Software for specific strategic (departmental) applications

Answer: _____

Format: \$0

38. ANNUAL INFRASTRUCTURE STAFFING COSTS

Include	<ul style="list-style-type: none">• Split IT Infrastructure FTE costs over the appropriate categories they oversee - network, tech hardware support, etc.• Network Management FTE• Staff who support voice systems• End-user PC technical support• Salaries and benefits
Exclude	<ul style="list-style-type: none">• Item Processing FTE

Answer: _____

Format: \$0

39. ANNUAL INFRASTRUCTURE OPERATING / OTHER EXPENSES

Include	<ul style="list-style-type: none">• Any costs not covered here for Infrastructure
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Answer: _____

Format: \$0

40. ANNUAL STRATEGIC SYSTEMS COSTS

Include	<ul style="list-style-type: none"> Strategic systems and applications (whether outsourced or in-house) are those purchased outside the core data processing system to gain a competitive advantage Samples of strategic systems include: Enterprise contact management, loan origination & servicing systems, financial platforms, reporting, asset/liability management, Bank Secrecy Act (BSA), anti-money laundering (AML), fraud, profitability, CRM, document imaging, cash dispensers/recyclers, remote deposit capture (RDC), cash forecasting, data warehouse, Marketing Customer Information File (MCIF), payroll, Human Resources Information System (HRIS), talent management
Exclude	<ul style="list-style-type: none"> Any IT costs already provided in the other questions. No double-counting costs

	Annual Strategic Systems Cost
Outsourcing cost	
Hardware cost	
Software cost	
Staff cost	
Operating / other cost	

41. AVERAGE INFORMATION TECHNOLOGY RESOURCE COST

Include	<ul style="list-style-type: none"> Total salaries and benefits expense per FTE (including CIO / CTO, management, core system operations, developers, application support / user access admin., business analyst, project mgmt., business intelligence / analytics, technical support, help desk, network, voice and data communications, other FTE)
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Answer: _____
 Format: \$0