

Mandatory Reference: 577  
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## Table 1 – Investment Category Documentation & Review Requirements

### Investment Category 1: USAID/W OE-Funded IT (used for USAID operations)

Life-Cycle Cost or Investment Level	Does ADS 577 Apply?	Role of ADS 577.3.5, CPIC Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of CPIC Subcommittee in Selecting, Reviewing Investment	Documentation Required	Frequency of Reviews
Less than \$25K over three years and is not an E-Gov project	No	Consider as a supplemental best practice	M/IRM (see ADS 546, Acquisition of OE-Funded Federal IT Resources)	Refer to office procedures & procurement regulations	None	N/A	N/A
Level I: \$25K - \$1 million over three years and is not an E-Gov project	Yes	Suggested as a supplemental best practice	M/IRM (see ADS 546) and other reviewers as determined by the CIO	CIO	None	USAID 300i Decision Request must be submitted to the CIO requesting approval in consultation with PPC/RA	Quarterly by CIO, or immediately if the variance in cost or schedule goals is greater than 10%
Level II: \$1 million - \$10 million over three years and is not an E-Gov project	Yes	Mandatory	CPIC Subcommittee and M/IRM (see ADS 546)	BTEC	Mandatory – Must review	OMB Exhibit 300 must be submitted to the CIO requesting approval in consultation with PPC/RA	Quarterly by CIO, or immediately if the variance in cost or schedule goals is greater than 10%
Level III: Greater than \$10 million over three years or is an E-Gov Project	Yes	Mandatory	CPIC Subcommittee and M/IRM (See ADS 546)	BTEC	Mandatory – Must review	OMB Exhibit 300 must be submitted to the CIO requesting approval in consultation with PPC/RA	Quarterly by CIO, or immediately if the variance in cost or schedule goals is greater than 10%

**Table 1 – Investment Category Documentation & Review Requirements (contd.)**

**Investment Category 2: USAID/W and Mission Program-Funded IT  
(not used for USAID operations, nor used within USAID offices or Missions)**

Life-Cycle Cost or Level	Does ADS 577 Apply?	Role of ADS 577.3.5, CPIC Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of CPIC Subcommittee in Selecting, Reviewing Investment	Documentation Required	Frequency of Reviews
Any amount	No. Refer to ADS 200-203	Suggested as a supplemental best practice	Determined by Bureau or Mission procedures	Determined by Bureau or Mission procedures	None	N/A – Refer to ADS 200-203	N/A – Refer to ADS 200-203

**Investment Category 3: USAID/W and Mission Program-Funded IT  
(used for USAID operations or within USAID offices and Missions)**

Life-Cycle Cost or Level	Does ADS 577 Apply?	Role of ADS 577.3.5, CPIC Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of CPIC Subcommittee in Selecting, Reviewing Investment	Documentation Required	Frequency of Reviews
\$100K or less over life cycle of commodities or services	Yes. (See 577.3.1) In addition, refer to ADS 548.	Suggested as a supplemental best practice	M/IRM (see ADS 546) and M/IRM/CIS (see ADS 548)	Consensus by sponsoring Mission Director, project officer, and M/IRM/CIS	None	See ADS 548. In addition, USAID 300i Decision Request must be submitted to Chief, M/IRM/CIS requesting M/IRM/CIS review.	Based on program funding review cycle
More than \$100K over life cycle	Yes. (See 577.3.1). In addition, refer to ADS 548.	Suggested as a supplemental best practice	M/IRM (see ADS 546) and M/IRM/CIS (see ADS 548)	Consensus by M/IRM/CIS and Program Sponsoring Office	None	See ADS 548. In addition, USAID 300i Decision Request must be submitted to Chief, M/IRM/CIS requesting M/IRM/CIS review.	Based on program funding review cycle

**Table 1 – Investment Category Documentation & Review Requirements (contd.)**

**Investment Category 4: Mission OE-Funded IT (for USAID operations)**

Life-Cycle Cost or Level	Does ADS 577 Apply?	Role of ADS 577.3.5, CPIC Decision Criteria	Who Must Review the Investment	Who Must Approve or Select	Role of CPIC Subcommittee in Selecting, Reviewing Investment	Documentation Required	Frequency of Reviews
\$100K or less over a five-year life cycle	Yes. (See 577.3.1) In addition, ADS 548 will be modified to apply.	Suggested as best practice	M/IRM (see ADS 546) and M/IRM/CIS (see ADS 548)	1) Mission sponsor must approve the expenditure.  2) USAID ISSO must approve installation of software once acquired.	None	USAID 300i Decision Request or equivalent must be submitted to Chief, M/IRM/CIS requesting M/IRM/CIS review and CIO approval.	Based on Mission funding review cycle
Greater than \$100K over a five-year life cycle	Yes. (See 577.3.1) In addition, ADS 548 will be modified to apply.	Suggested as best practice	M/IRM (see ADS 546) and M/IRM/CIS (see ADS 548)	1) CIO approval. However, where the Agency has a trained Systems Manager assigned, the Mission sponsor is authorized to approve the expenditure.  2) The USAID ISSO must approve installation of acquired software.	None	USAID 300i Decision Request or equivalent must be submitted to Chief, M/IRM/CIS requesting M/IRM/CIS review and CIO approval (if needed). (See "Who Must Approve or Select")	Based on Mission funding review cycle

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