**Project Name:** 

**Digital Signature Platform** 

Department:

Administration

Type of Project:

Information Technology

**Basis for Activity:** 

Service Level Change

**Description:** 

The purchase and implementation of a digital signatures platform.

Rationale:

Strategic Plan Relationship(s):

Substantial efficiencies and cost savings are created through the digitization of records along with workflow improvements to our current finance and planning processes. Digital records provide easy access to information in a structured consistent format. This is another step in the records management process that will eliminate as much paper as possible and create searchable and easy access to Township documents.

**Priority # 1 Governance and Organizational Management** 

**Staff Contact: Jorden Keeley** 

## **Project Finances**

		Actuals	Budget						
Description		Expensed to Current Year	Total Project	Prior Approved	2024	2025	2026	2027	2028
121 - Capital	Expense		20000		20000				