

**Department of Administration
SHARP 9.1 Upgrade Project
Agency Time and Labor Interface Request Form**

Agency Name:

Agency Number:

Agency Address:

Request Submitted by (Name, E-mail Address, and Phone Number):

Are you an existing Time and Leave or Time and Labor Interface Agency? Yes No

Is your existing time capture system a stand-alone time capture system (not integrated with other software or programmatic systems)? Yes No

Please describe any agency-level programmatic integration which involves the existing time capture system for your agency:

Please specify the needs of your agency that require the use of the existing time capture system and are unable to be met by the PeopleSoft Time and Labor product and its associated integration points with SMART Project Costing, Grants, etc.:

Please describe the cost/impact to your agency if this request is not accepted: