



UNIFIED REGULATORY PLAN OF THE VIRGINIA IT AGENCY FOR STATE FISCAL YEAR 2026

July 1, 2025 - June 20, 2026

Prepared June 2025

DESCRIPTION OF AGENCY

The Virginia Information Technologies Agency (VITA) is the Commonwealth's central information technology (IT) agency. VITA's agency head is the Chief Information Officer of the Commonwealth (CIO). VITA's statutory responsibilities (which may be found in [Chapter 20.1 of Title 2.2 of the Code of Virginia](#)) fall into four primary categories:

- Governance and protection of the Commonwealth's information security programs;
- Provision of IT infrastructure and enterprise solutions for executive branch agencies (directly and through suppliers);
- Governance of IT investments and projects; and,
- Procurement of IT for VITA and on behalf of other state agencies.

VITA has no regulations and does not intend to promulgate regulations, but VITA does create and update policies, standards, and guidelines in IT procurement, project & investment management, enterprise architecture, and cybersecurity.

[VITA's guidance documents](#) – including those listed below – may be found on the Virginia Regulatory Town Hall at <https://townhall.virginia.gov/L/gdocs.cfm?agencynumber=136>. Other information may be found on VITA's website at <https://www.vita.virginia.gov>.

Below are the proposed changes to VITA guidance documents for the upcoming fiscal year.

Action/Stage or Guidance Document Forum ID (if available)		
CPM 112-04.2		
Title of Proposed Regulatory Action or Guidance Document		
Project Management Standard		
Brief Overview		
This standard applies to Commonwealth-level IT projects and IT procurements. It establishes the mandatory procedures and required documentation for governance and oversight over the lifecycle of these IT projects and investments.		
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final	☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action	☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute	☐ Discretionary action
Deregulatory Component	Procurement and approval processes are being modernized and streamlined. Further administrative updates and refinements are possible.	
Expected Date	June 2026 (Additional Update)	

Action/Stage or Guidance Document Forum ID (if available)	
CPM-110-04	
Title of Proposed Regulatory Action or Guidance Document	
Project Management Guideline	
Brief Overview	
The primary objective of the Commonwealth Project Management Guideline is to provide guidance on the application of the COV Project Management Standard and the use of common industry best practices in the management of IT projects within Virginia Executive Branch Commonwealth agencies.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary to reflect statutory and executive policy changes and to reflect recent and emerging project management methodologies.
Expected Date	June 2026

Action/Stage or Guidance Document Forum ID (if available)	
7323	
Title of Proposed Regulatory Action or Guidance Document	
IT Procurement: Telecommunications Waiver Policy	
Brief Overview	
This document provides guidance on the waiver process component of telecommunications procurement – namely, the granting of waivers to agencies to allow them to use non-VITA contracts for the procurement of telecommunications goods and services.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes and in connection with VITA's modernization of telecom services..
Expected Date	June 2026

Action/Stage or Guidance Document Forum ID (if available)	
7319	
Title of Proposed Regulatory Action or Guidance Document	
IT Procurement: Sole Source Policy	
Brief Overview	
This document delineates the criteria for when executive branch state agencies can use a sole source procurement method for IT goods and services; and provides the process for agencies to obtain sole source approval.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes.
Expected Date	June 2026

Action/Stage or Guidance Document Forum ID (if available)	
7317	
Title of Proposed Regulatory Action or Guidance Document	
IT Procurement: Emergency Procurement Policy	
Brief Overview	
This document provides the criteria and guidance to executive branch agencies for their use of the emergency procurement of IT goods and services pursuant to Virginia Code § 2.2- 4303(F). It also provides the process for obtaining emergency procurement approval.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes.
Expected Date	June 2026

Action/Stage or Guidance Document Forum ID (if available)	
7314	
Title of Proposed Regulatory Action or Guidance Document	
IT Procurement Policy for Enhancing and Expanding Contracting Opportunities for Small, Women- and Minority-owned Businesses	
Brief Overview	
This document provides procurement guidelines to executive branch agencies, and is designed to enhance and expand contracting opportunities for small businesses, including micro businesses, women-owned, minority owned, and service-disabled veterans (SWaM) owned IT and telecommunications small businesses, to participate in the Commonwealth's procurement process. This document interprets EO 35 for agencies purchasing IT; includes definitions for what is a SWaM business; and informs agencies of set asides under certain procurement amounts and required processes.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes.
Expected Date	June 2026

Action/Stage or Guidance Document Forum ID (if available)	
7675	
Title of Proposed Regulatory Action or Guidance Document	
IT Procurement Manual (Buy IT)	
Brief Overview	
This manual contains guidance and best practices for executive branch agencies procuring IT goods and services within their delegated authority limits.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	The spring 2025 Buy IT update streamlined it significantly. In the FY26 update, VITA intends to reflect statutory and executive policy changes and to continue to pursue streamlining and clarification.

Expected Date	December 2025
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Action/Stage or Guidance Document Forum ID (if available) 7383	
Title of Proposed Regulatory Action or Guidance Document Commonwealth Security and Cloud Requirements	
Brief Overview This document provides clarification and guidance to executive branch agency procurement personnel on Commonwealth Security and Risk Management requirements for cloud oversight (currently known as COV RAMP, formerly known as Enterprise Cloud Oversight Service [ECOS]).	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes. VITA also intends to update this document for clarity and harmony with non-guidance documents describing current practices.
Expected Date	December 2025

Action/Stage or Guidance Document Forum ID (if available) EA 300-01	
Title of Proposed Regulatory Action or Guidance Document Cloud Based Hosting Services Information Technology Solutions Policy	
Brief Overview The purpose of this policy is to establish guiding principles for creating optimal business value from IT-enabled business investments at acceptable cost and risk.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action

Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes. VITA also intends to update this document for clarity and harmony with non-guidance documents describing current practices.
Expected Date	December 2025

Action/Stage or Guidance Document Forum ID (if available) 7324	
Title of Proposed Regulatory Action or Guidance Document IT Procurement: Authority and Delegation Policies	
Brief Overview The policies contained in this document clarify VITA's statutorily-mandated responsibility for the procurement of information technology (IT) as provided in § 2.2-2012 of the Code of Virginia. These policies identify situations where Chief Information Officer (CIO) approval is required, specify when VITA may delegate its procurement authority, and outline the policies agencies should follow when purchasing IT under delegated authority from VITA. These policies apply to agencies as defined by § 2.2-2006.	
Regulatory Stage (check one box)	☐ NOIRA ☐ Proposed ☐ Final ☐ Emergency or Emergency/NOIRA ☐ Revised Proposed ☐ Fast-Track
Additional Description	☐ Expedited Review Requested ☐ Exempt Action ☒ Guidance Document
Legal Authority	☐ Action required by federal statute ☒ Action required by state statute ☐ Discretionary action
Deregulatory Component	Updates will be made as necessary, in compliance with statutory and executive policy changes.
Expected Date	June 2026