



Business Case
<i>The purpose of this business case is to identify whether there is potential business value to the proposed project or program idea or initiative to commit time, resources, and expenditures. This document provides solution benefits and costs to obtain management approval and secure funding.</i>
Opportunity Statement
<i>Describe in detail the business problem or opportunity addressed by the project or program.</i>
<ul style="list-style-type: none"> <i>Include the business drivers, key systems impacted, and the programs, projects, applications, and departments that are impacted.</i> <i>Identify the way the project fits with business and corporate strategic goals.</i> <i>Identify the risk(s) of not doing the project or program.</i>
Business Goals
<i>List and describe the goals of the project, for example:</i>
<ul style="list-style-type: none"> <i>To reduce costs</i> <i>To increase efficiency.</i> <i>To satisfy regulatory requirements</i> <i>To comply with IT Governance mandates</i> <i>To satisfy internal/external auditors.</i>
Project Scope
<i>Provide a high level of the processes/systems that will be impacted by the project, and then identify the in-scope and out-of-scope processes/systems.</i>
In-Scope Processes
<i>Enter the names of the business/IT processes that will be included in the scope of work.</i>

Out-Of-Processes				
<i>Enter any processes that are not an integral part of this project.</i>				
Project Team				
Name	Responsibility			
<i>John James</i>	<i>Director, IT</i>			
<i>Joe Jones</i>	<i>Manager, IT Governance</i>			
<i>Betty Blue</i>	<i>Director, Finance</i>			
<i>Peter Panel</i>	<i>Director, Accounting</i>			
<i>Robert Hassan</i>	<i>IT Lead</i>			
Stakeholders				
Name	Responsibility			
<i>Ida Grant</i>	<i>Accounting Supervisor</i>			
<i>Paul Smith</i>	<i>Finance Manager</i>			
<i>Kristine Casey</i>	<i>IT Audit Chief</i>			
Project Milestones				
Milestone	Year			
	Q1	Q2	Q3	Q4
<i>Analysis</i>				
<i>Requirements Definition</i>				
<i>Development</i>				
<i>Testing</i>				
<i>Production</i>				
Projected Costs				
<input type="checkbox"/>	<i>\$2,500,000-\$5,000,000</i>	<input type="checkbox"/>	<i>\$250,000-\$500,000</i>	
<input type="checkbox"/>	<i>\$1,000,000-\$2,500,000</i>	<input type="checkbox"/>	<i>\$100,000-\$250,000</i>	
<input type="checkbox"/>	<i>\$500,000-\$1,000,000</i>	<input type="checkbox"/>	<i>>\$100,000</i>	