

15-Minute training exercise

Preparing a business case

Choose one of the case study business cases provided or a real-world example within your experience (current or past) and answer the following questions.

Define the business case: What is this business case asking for?

What are the problems, needs, opportunities, outcomes and/or benefits of this business case?

Who are the stakeholders, beneficiaries and subject-matter experts?

What are the evaluation criteria?

Internal organisational requirements

Your line Ministers

Central agency

BFC ministers

Who is the audience for the business case and what is their interest in it?

Ministers and advisors

Departments/agencies

Other?

What type of business case will be developed?

Consider:

- Is this an asset business case?
- Is this an output business case?
- Is this a lapsing program business case?
- Is there a significant IT investment in this business case?
- What is the value of this business case?
- What is the risk profile of this business case?
- Is this an asset program business case i.e. multiple similar assets?
- Is this business case asking for funding for a more complicated business case?

Notes:

What additional documentation may be needed to support this business case?