

Business Case Proposal and IMC Evaluation Summary		
Investment overview		
TBC		
Project sponsor		
TBC		
Submitted by		
TBC		
Investment pitch criteria*		
Criteria	Alignment (to be completed by the Business Case Applicant)	Assessment SCORE (Complete by Committee)
<ul style="list-style-type: none"> • Financial value of request • Portfolio/Department owner • Entity and Funding Source (refer to Appendix) • Reason for Funding Request <ul style="list-style-type: none"> - New initiative - Top up for existing initiative - Budget Adjustment 		
Financial Criteria <ol style="list-style-type: none"> 1. Funding Requirements: Total funding required and sources of funding. 2. Financial Returns (Cost-Benefit Analysis): Comparison of the total expected costs against the benefits. 3. Return on Investment (ROI): Expected financial returns relative to the investment cost. 4. Net Present Value (NPV): The present value of cash flows minus the initial investment. 5. Payback Period: The accumulative time required to recoup the initial investment. 		
Strategic Alignment <ol style="list-style-type: none"> 6. Alignment with ACU's Strategic Goals: How well the project supports the AUC's Vision 2033 strategic plan https://vision2033.acu.edu.au/ 7. Impact on Core Operations: Potential benefits or disruptions to existing operations. 8. Long-Term Value: Sustainability and longevity of the project's benefits. 		

<p>Mission & identity</p> <p>9. Mission & identity Alignment Alignment with ACU's Mission and Identity.</p>		
<p>Risk & compliance</p> <p>10. Risk Analysis: Identification and assessment of potential risks and mitigation strategies.</p> <p>11. Sensitivity Analysis: Evaluation of how sensitive the project's outcomes are to changes in key assumptions.</p> <p>12. Regulatory and Compliance Risks: Potential legal and regulatory challenges.</p>		
<p>Operational Feasibility</p> <p>13. Technical Feasibility: Availability and reliability of the technology required.</p> <p>14. Operational Feasibility: Capability to implement and manage the project.</p> <p>15. Resource Availability: Availability of necessary human, technical, and financial resources.</p> <p>16. Timeline: Realistic project timelines and milestones.</p>		
<p>Market and Competitive Analysis</p> <p>17. Market Demand: Assessment of demand for the project's outputs or services.</p> <p>18. Competitive Landscape: Analysis of the competitive environment and potential market share.</p> <p>19. Market Trends: Alignment with current and projected market trends.</p>		
<p>Social and Environmental Impact</p> <p>20. Environmental Impact: Potential environmental consequences and sustainability considerations.</p> <p>21. Social Impact: Benefits to the community or stakeholders and potential social challenges.</p> <p>22. Corporate Social Responsibility (CSR): Alignment with the ACU's CSR goals.</p>		
<p>Stakeholder Considerations</p> <p>23. Stakeholder Support:</p>		

<p>Level of support or opposition from key stakeholders.</p> <p>24. Customer Impact: Effects on current and potential customers.</p>		
<p>Legal and Regulatory Considerations</p> <p>25. Legal Feasibility: Compliance with relevant laws and regulations.</p> <p>26. Intellectual Property: Protection and management of intellectual property.</p>		
<p>Metrics and Performance Indicators</p> <p>27. Key Performance Indicators (KPIs): Metrics to measure the success and progress of the project.</p> <p>28. Benchmarking: Comparison with industry standards or similar projects.</p>		
<p>Review and Approval Processes</p> <p>29. Project Documentation: Completeness and accuracy of project documentation and business cases.</p> <p>30. Review by Subject Matter Experts: Evaluation by experts in relevant fields.</p>		

Financial summary					
Cash flow					
Year	Yr 0	Yr 1	Yr 2	Yr 3	Yr 4
Revenue					
Expenditure					
Net					\$
Financial Analysis					
Type	Description / summary			Total Value (Yr 0 – Yr 4)	
A. Revenue					
Government funded					
Externally funded					
Other funding					
TOTAL REVENUE					
B. Expenditure					
Internal salary					
Internal cost transfers e.g. re-assignment					
Assets e.g. technology, infrastructure, etc...					
Contractor / consultants					
Other costs					
TOTAL EXPENDITURE				\$	
NET					

Attachments/Supporting documents		
		Yes/No/N/A
1	Business Case	
2	Financial Model	
3	Current Period relevant Income Statements	
4	Contracts / Agreements	
5	Market Analysis / Benchmarking	
6	Other	
7	Other	
8	Other	
9	Other	
10	Other	

Outputs and deliverables			
Item	Description	Start date	End date
Benefits			
Title	Description	KPI	Outcome date
Director, Strategy & Operations Review			
Name:		Date:	
Finance & Planning Business Partner Review			
Name:		Date:	
P&C Business Partner Review			
Name:		Date:	
VCAC Investment Committee			
TBC		Date:	
VCAC			
TBC		Date:	

Criteria assessment scale*	
Definitions	Score
Exceeds	3
Meets	2
Does not meet	1
Note – this is a qualitative assessment.	

Appendix:

Entity Codes		Sources of Funds	
Code	Description	Code	Description
10	VIC Melbourne	111	Operating Tracked
20	ACT Canberra	112	Operating Tied Internal NonRes Sch
30	NSW Strathfield	113	Operating Tied Internal NPILF only
40	NSW North Sydney	121	Operating IMC pre approved budget
50	QLD Brisbane	122	IMC -Approval post budget
55	QLD Townsville	131	Operating OH Tracked
60	VIC Ballarat	141	Operating Int Res ACURF
70	SA Adelaide	142	Operating Int Res DVCR Support
80	NSW Blacktown	143	Operating Int Res Awards
91	AUS National	144	Operating Int Res RBG
92	NSW Statewide	145	Research Operating Tied
93	VIC Statewide	311	NonOp Tied Projects
94	Rome	312	NonOp Tied Consultancies
95	Online	313	NonOp Tied SSAF
		314	NonOp Tied HEPPP
		315	NonOp Tied RLP
		321	NonOp Capital Buildings
		322	NonOp Capital Non Buildings
		331	NonOp Fndn Tied
		332	NonOp Fndn Tied Annual Donations
		333	NonOp Fndn Tied Endowments
		341	NonOp Tied Commercial
		342	NonOp Tied Commercial_Disbursement (CAAs)