

# Business Case Template – Title Page

## Project Business Case

<b>Project</b>	
<b>Customer</b>	
<b>Date</b>	
<b>Revision</b>	
<b>Author</b>	
<b>Distribution</b>	

## Business Case Approval

	<b>Project role</b>	<b>Company</b>	<b>Name</b>	<b>Signature</b>	<b>Date</b>
<b>Author</b>	<i>Project Manager</i>				
<b>Reviewer</b>					
<b>Approver</b>	<i>Sponsor</i>				

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### 1 Executive summary

#### 1.1 The project

#### 1.2 Business background



## **2 Introduction**



### **3 Project scope and organization**

#### **3.1 Vision**

#### **3.2 Implementation strategy**

#### **3.3 Deliverables**



### 3.4 Stakeholders

### 3.5 Related projects

### 3.6 Organizational impact



### 3.7 Resources

### 3.8 Project management framework

### 3.9 Key issues

### 3.10 Critical assumptions and constraints



## **4 Benefit and cost**

### **4.1 Benefits**





### 4.2 Costs



**5 Schedule**

**6 Risk**



## **7 Alternatives**

### **7.1 Identification of options**

### **7.2 Comparison of options**

### **7.3 Recommended option**



**8 Glossary and appendices**

