

University of Southern Queensland - ICT Project Rating Tool

Cells on this row are worth	Directive	Business Impact	Benefits Realisation	Customer Service
1	Approved by Council/VC	Essential to sustain business operations.	This is a key element of the USQ strategic plan. Major improvements expected in business process.	This will deliver major service improvements for all customers.
0.9	Approved by SLC	As above.	This is a key element of the Faculty or Department strategic plan. Benefits >> cost	This will deliver major service improvements for a specific customers group.
0.8	Approved by PVC/Director	As above.	This aligns with the Faculty or Department strategic plan. Benefits >> cost	This will deliver some service improvements for all customers.
0.7	Faculty or Department Executive initiative	This will have a significant effect on longer term business operations.	This aligns with objectives of the section's business plan. Benefits > cost	This will deliver some service improvements for a specific customers group.
0.6	Faculty or Department Section initiative	As above.	This aligns with the section's operation plan. Benefits > cost	This will deliver minor service improvements for some customers.
0.5	Resulting benefits are not very clear.	This will have a significant effect on short term business operations.	There is little connection to any strategic plan. Cost is greater than benefits	This will have little impact on customer service.
0.4	Unlikely to get funding support	As above.	This does not align with the section's operation plan. Cost is greater than benefits	This could deliver minor service degradation to some customers.
0.3	There is no general consensus	As above.	This does not align with objectives of the section's business plan. Cost is much greater than benefits	This could deliver minor service degradation to all customers.
0.2	There is no directive from senior management to make this happen.	This will have a minor impact on business operations.	This does not align with the Faculty or Department strategic plan. Cost and benefit cannot be defined	This is likely to degrade service to some customers.
0.1	There is no identified business requirement to do this.	As above.	This is contrary to the Faculty or Department strategic plan. There is no requirement to do this.	This is likely to degrade service to all customers.
0.0	Staff member initiative only	This will have very little impact on business operations.	This is contrary to the USQ strategic plan. There is no requirement to do this.	This will degrade service to all customers.

Business Analyst Assessment
Outcomes
Alignment
Financial benefits
Non financial benefits
Resources
Expenditure
Risk drivers
Assumptions and constraints

BA TOTAL
ICT Stratcom TOTAL

Score				
--------------	--	--	--	--

The "VallT Business Case" provides a description of how a Business analyst would use the VallT scoresheet when working with a client in establishing a Business Case for the project proposal. The "Fact Sheet" provided below is the basis for scoring aspects of the analysis findings over the full economic life cycle of the proposed investment. The right hand column on the "rating sheet" would summarise their findings in the categories of outcomes, alignment, financial benefits.

Figure 7—Business Case Fact Sheet Format								
Fact Sheet Item	Building		Implementation		Operation		Retirement	
	Best Case	Worst Case	Best Case	Worst Case	Best Case	Worst Case	Best Case	Worst Case
Technical capability								
Outcomes (intermediate and end)								
Alignment								
Financial benefits								
Non-financial benefits								
Resources								
Expenditure								
Risk drivers								
Assumptions and constraints								
Operational capability								
Outcomes (intermediate and end)								
Alignment								
Financial benefits								
Non-financial benefits								
Resources								
Expenditure								
Risk drivers								
Assumptions and constraints								
Business capability								
Outcomes (intermediate and end)								
Alignment								
Financial benefits								
Non-financial benefits								
Resources								
Expenditure								
Risk drivers								
Assumptions and constraints								

Figure 12—Decision Matrix

Result of Analysis of Fact Sheet Data				Decision at Individual Programme Level
Calculated risk acceptable? (step 5)	Financial targets met? (step 3)	Non-financial benefits explicit? (step 4)	Strategic alignment? (step 2)	
N	—	—	—	Reject.
Y (factored into the required discount rate or in a risk premium)	Y	—	Y	Submit to portfolio prioritisation.
Y (by using a score—part of multiple criteria analysis)	Y	—	Y	Submit to portfolio prioritisation if hurdle excess as compared to risk score is acceptable.
Y	Y	—	N	Reject unless benefits are realised within a short term with no negative impact on strategically aligned investments.
Y	N	Y	Y	Submit to portfolio prioritisation if the value of the non-financial benefits is considered worth (at a minimum) the amount required to meet the financial targets. Quantification of the non-financial benefits should be pursued as far as reasonably possible.
Y	N	Y	N	Reject.
Y	N	N	Y	Reject.