

EXECUTIVE SUMMARY OUTLINE
of Business Plan
for
“xxxxxx” SYSTEM PROJECT / PROPOSAL
Date:
Sponsors:

I. OVERVIEW

- A. Purpose - What Project is expected to accomplish (and for whom...)
- B. Major Functions

II. KEY BUSINESS ISSUES & ASSOCIATED BENEFITS

- A. Business Issues
- B. Benefits - address business issues to be solved and intangibles

III. STATUS OF THE TECHNOLOGY

- A. Maturity of Application - Proven in widespread use?
- B. Vendors - List of major suppliers
- C. Comparable Sites with system/technology

IV. IMPLEMENTATION CONSIDERATIONS

- A. Implementation Approach - Phasing
- B. Potential Timeframe - estimated Time to Install
- C. Capacity for expansion/migration to other areas
- D. Integration (interfaces) - "Fit" for MUSC environment
- E. Training
- F. Process Re-design - Functional/Operational considerations
- G. Infrastructure needs
 - 1. Network
 - 2. Workstations

V. COSTS

- A. Estimated Costs to Implement
 - 1. Software
 - 2. Hardware
 - 3. Training, installation costs
- B. Annual costs (maintenance, interfaces, etc) - overall Cost Schedule (by FY)
- C. Additional IT Personnel
- D. Funding source

VI. POTENTIAL SAVINGS

- A. Potential areas for Revenue Improvement/Cost Savings (per year)
- B. Estimated Payback period