Business case strategy

Business case strategy – proposal form

Please describe your business case by filling out this proposal upload template. Before starting, carefully read the instructions below:

1. *The proposal upload should be max 15 pages, including figures but not including references.*
2. *Please respect the following formatting constraints: Verdana, at least font size 9, margins (2.5 cm side and 2.5 cm top and bottom), single line spacing.*
4. *All text highlighted in grey should be removed.*
5. *Fill out the name of the project leader and project number in the footer of all pages of the proposal upload.*
6. *Please upload relevant documents*

1. Parties of the Project

Project Leader

Name	
Scientific Expertise	
Institute	
Department	
Email Address	

Project Manager

Name	
Institute	
Department	
Management Expertise	

Parties of the Project

No.	Name of partner (principal investigator)	Institution, department	Type of entity		
			Academia	Clinical or Public Health	SME or industry
2					
3					
4					
5					
6					

2. Plan of investigation (based on baseline assessment)

1. Improvement of current capabilities

Based on the baseline assessment, describe how you will improve your current capabilities and grow them towards a higher maturity level, in order to support building a solid business case. Make use of the five main capabilities in the baseline assessment (1. Technical capabilities, 2. Competent organisation, 3. End users, 4. Governance structure, oversight and management, 5. Sustainable funding and capital management). What capabilities do you need to focus on within this program to strengthen your business case? If applicable, include **components from**

your original KWF infrastructure sustainability plan that you have already investigated/ implemented (i.e. international collaborations, continued financial support from academic centers, proposals making use of the infrastructure etc).

2. Description of partners

Describe the partners you are collaborating with to reach an improved maturity score on your capabilities. It is important to realize that not all capabilities must be exploited by the infrastructure project itself. By building tactic/strategic partnerships and finding steward organisations for specific skills, it is also possible to realize a viable business case. What partners do you need to grow your maturity score on capabilities?

3. Action plan

Describe your action plan with concrete activities and deliverables based on the five capabilities in the baseline assessment. For example, to become a competent organization, how will you gather the required expertise and experience within your infrastructure? How will you find a steward organization that has an adequate governance and accountability framework? How will you organise supervision and oversight? What actions do you take to find a stable income source? Please also include concrete action steps how you will reach out to potential partners and include a GANTT chart.

4. Preconditions

Describe necessary preconditions to successfully execute your action plan. What support do you need from KWF? What support do you need from the advisory committee that guides you throughout this program? How do we turn this program into a successful experience for the participating projects, by stimulating learning from each other and pioneering in finding a healthy business case.

2.5 Change strategy

Describe your change strategy: how will you achieve wide acceptance/support for your infrastructure?

3. Budget and resources

Describe the needed resources, budget and time to build your business case strategy. Also describe how you will finance the running operations of your infrastructure while working on your business case.