

Tool 38: First drafts of Project Proposals

For each IS/IT project, a draft project proposal is formulated which describes the business reasons for initiating the project.

The purpose of presenting this project proposal slide is to give solid information for the audience (stake-/shareholders) to base their approval decision.

[Objectives Statement](#) should be clear and simple.

[Feasibility statement](#) should be measureable.

Benefits should always outweigh the risks. That's the purpose of the balance! But be careful.

[Risks](#): A major source of risk in project management is inaccurate forecasts of project costs, demand, and other impacts.

Costs, always watch out for additional unexpected costs! [Example](#) (beware Dutch tax payers!).

[Schedule](#), always be fair and reasonable. There is no point in being dishonest, see above example.