

# Impact & Cost Evaluation Worksheet

What is the innovation?

## Impact Evaluation

Who will it benefit?

Tick all that apply

Staff/Students ☐ ..... (0.5)

Industry ☐ ..... (0.5)

External Partners ☐ ..... (0.5)

Other: ☐ ..... (0.5)

/2

What kind of value will it provide?

Tick all that apply

Improved performance ☐ ..... (0.5)

Cost Savings ☐ ..... (0.5)

Enhanced Experience ☐ ..... (0.5)

Other: ☐ ..... (0.5)

/2

How much approximate value will it provide?

Tick only ONE!

Minimal ☐ ..... (0.5)

Low ☐ ..... (1)

Medium ☐ ..... (1.5)

High ☐ ..... (2)

/2

Where would this have an impact?

Tick only ONE!

One Department ☐ ..... (0.5)

Organisation ☐ ..... (1)

Nationally ☐ ..... (1.5)

Internationally ☐ ..... (2)

/2

Impact Evaluation Total /8

# Cost Evaluation

What financial costs must be covered?

Tick all that apply

Equipment purchase ☐ ..... [0.5]

Technology development/implementation ☐ ..... [0.5]

Marketing/Communications/Advertising ☐ ..... [0.5]

Other: ☐ ..... [0.5]

/2

What resource costs must be covered?

Tick all that apply

Staff time (training, work, management) ☐ ..... [0.5]

Infrastructure adjustments ☐ ..... [0.5]

Software / Materials ☐ ..... [0.5]

Other: ☐ ..... [0.5]

/2

What support costs must be covered?

Tick all that apply

Ongoing maintenance ☐ ..... [0.5]

Customer support ☐ ..... [1]

Consultancy / Outsourcing ☐ ..... [1.5]

Other: ☐ ..... [2]

/2

Where would this have an impact?

Tick all that apply

One Department ☐ ..... [0.5]

Organisation ☐ ..... [1]

Nationally ☐ ..... [1.5]

Internationally ☐ ..... [2]

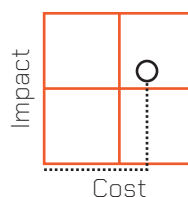
/2

## Cost Evaluation Total

/8

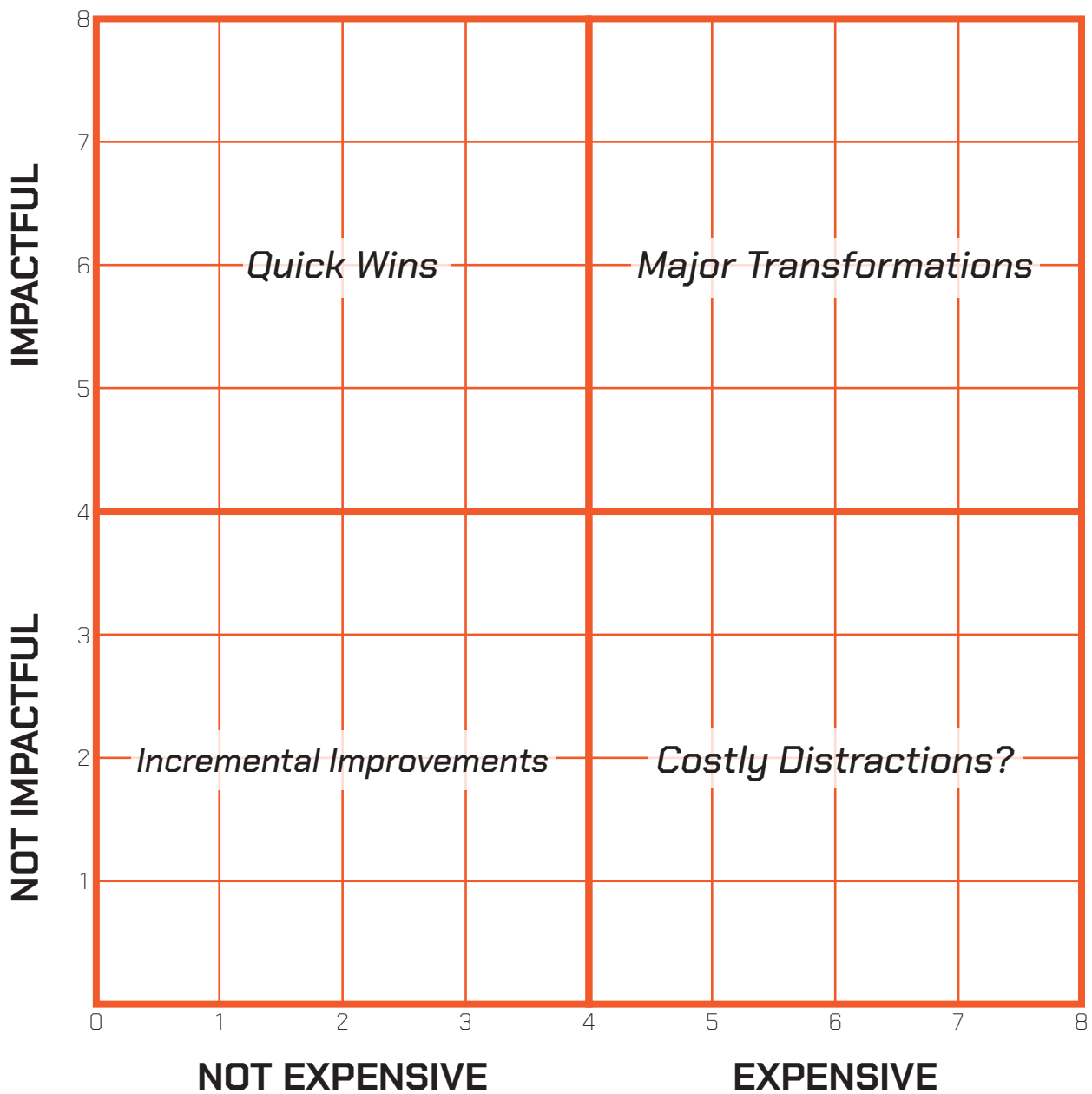
### Plotting your results

There is a quadrant graph on the next page with axes from 0-8.  
The axes represent:



Plot your totals from the Cost [X] and Impact [Y] questions to evaluate your innovation!

# Innovation Evaluation Graph



## Evaluating your Innovation

**Quick Wins** .....Implement immediately for fast, impactful results!

**Incremental Improvements** .....Plan for gradual, manageable progress.

**Costly Distractions** .....Reassess, do the benefits justify the cost?

**Major Transformations** .....Develop a detailed plan for executing, needs investment and planning!