

# **Feasibility Study**

## **For [Project Name]**

## Document Control

### Document Information

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### Document Approvals

Role	Name	Signature	Date
Project Sponsor			
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# 1 Executive Summary

*Summarize this Feasibility Study document by outlining the business problem, the various solutions available, the methods undertaken to assess the feasibility of each solution and the overall feasibility results.*

## 2 Problem Statement

*Provide a detailed description of the business problem (or opportunity) and the environment within which it is contained, by completing the following sections.*

### 2.1 Business Environment

*Describe the core aspects of the business environment which have resulted in the need for this project to take place. Provide any facts or evidence to support the conclusions made.*

### 2.2 Business Problem

#### Business Problem

*Describe the core business problem in detail by stating its root cause, the impact it's having on the business and the timeframes within which it must be resolved.*

#### Business Opportunity

*Describe the business opportunity in detail, including the timeframes for realizing the opportunity and the positive impact that realizing the opportunity will have on the business.*

## 3 Requirements Statement

*List the requirements for a solution to the business problem or opportunity, by completing the following sections:*

### 3.1 Business Drivers

*List any key business drivers that necessitate the completion of the solution within a defined timescale.*

### 3.2 Business Requirements

*List the project's requirements for a solution to satisfy the business problem / opportunity, by completing the following table:*

Business Problem or Opportunity	Project Requirement

## 4 Feasibility Assessment

*Document the results of the Feasibility Assessment by completing the following sections for each alternative solution.*

### 4.1 Potential Solutions

*List all of the potential solutions to the business problem or opportunity specified above. Then complete the following sections for each solution:*

#### 4.2 Solution 1 <name>

##### 4.2.1 Description

*Provide a detailed description of the solution and list its core components. Describe the purpose of the solution and explain how it can address the requirements listed above.*

##### 4.2.2 Assessment

*Describe the methods used to determine the likelihood (i.e. feasibility) that the solution will meet all the requirements listed above. For each method, describe how it will be / was undertaken and the quality of the result.*

##### 4.2.3 Results

*Score the results of the assessment and describe the methods used, within the following table:*

Solution	Feasibility Score	Assessment Method

##### 4.2.4 Risks

*Describe any risks associated with implementing this solution, by completing the following table:*

Risk Description	Risk Likelihood	Risk Impact	Actions Required to Mitigate Risk

##### 4.2.5 Issues

*Describe any issues associated with implementing this solution, by completing the following table:*

Issue Description	Issue Priority	Actions Required to Resolve Issue

#### 4.2.6 Assumptions

List any assumptions made when assessing the feasibility of this solution.

### 4.3 Solution 2 <name>

#### 4.3.1 Description

Provide a detailed description of the solution and list its core components. Describe the purpose of the solution and explain how it can address the requirements listed above.

#### 4.3.2 Assessment

Describe the methods used to determine the likelihood (i.e. feasibility) that the solution will meet all the requirements listed above. For each method, describe how it will be / was undertaken and the quality of the result.

#### 4.3.3 Results

Score the results of the assessment and describe the methods used, within the following table:

Solution	Feasibility Score	Assessment Method

#### 4.3.4 Risks

Describe any risks associated with implementing this solution, by completing the following table:

Risk Description	Risk Likelihood	Risk Impact	Actions Required to Mitigate Risk

#### 4.3.5 Issues

Describe any issues associated with implementing this solution, by completing the following table:

Issue Description	Issue Priority	Actions Required to Resolve Issue


#### 4.3.6 Assumptions

List any assumptions made when assessing the feasibility of this solution.

### 4.4 Solution 3 <name>

#### 4.4.1 Description

Provide a detailed description of the solution and list its core components. Describe the purpose of the solution and explain how it can address the requirements listed above.

#### 4.4.2 Assessment

Describe the methods used to determine the likelihood (i.e. feasibility) that the solution will meet all the requirements listed above. For each method, describe how it will be / was undertaken and the quality of the result.

#### 4.4.3 Results

Score the results of the assessment and describe the methods used, within the following table:

Solution	Feasibility Score	Assessment Method

#### 4.4.4 Risks

Describe any risks associated with implementing this solution, by completing the following table:

Risk Description	Risk Likelihood	Risk Impact	Actions Required to Mitigate Risk

#### 4.4.5 Issues

Describe any issues associated with implementing this solution, by completing the following table:

Issue Description	Issue Priority	Actions Required to Resolve Issue

#### 4.4.6 Assumptions

List any assumptions made when assessing the feasibility of this solution.

## 5 Feasibility Ranking

*Rank the overall results of the Feasibility Assessment by completing the following sections.*

## 5.1 Ranking Criteria

*Describe the criteria used to rank the feasibility of each alternative solution. Also describe the scoring mechanism used to weight the individual total, and assign a total score for each solution.*

## 5.2 Ranking Scores

List the criteria, scores, weights and total scores for each solution in the following table:

	Solution 1			Solution 2			Solution 3		
Criteria	Score	Weight	Total	Score	Weight	Total	Score	Weight	Total
Total Score									

## 6 Feasibility Result

Based on the table above, identify the solution with the highest Overall Score, as this is the solution most likely to satisfy the stated requirements of the customer.

## 7 Appendix

## 7.1 Supporting Documentation

*Attach any documentation you believe is relevant to the Feasibility Study, including:*

- Business vision, strategy and objective statements
- Market research documents and statistics
- Detailed problem analysis and requirement documentation
- Detailed feasibility assessment results, logs and reports
- Risk assessment reports
- Other relevant information or correspondence