TO: Ms. Shana Delroy, Membership Director of NTJWC

FROM: Derek Herr, Trevor Leitzel, Roger Baumbach

RE: Recommendation for NTJWC System based on Economic Feasibility Analysis

DATE: September 19, 2013

The NTJWC Directory Records and Ledger information system should continue to be developed and used for a total of five years based on the Economic Feasibility Analysis that was conducted.

After conducting all calculations from the Economic Feasibility Analysis, the net present value (NPV) after five years comes to a positive $833. The return on interest (ROI) after five years comes to 4%. And the break-even point occurs at 3.03 years. The discount rate for this system was at 5%.

Not only will the NTJWC Directory Records and Ledger information system be profitable for the club, but it will also offer many intangible benefits as well. The system will improve matching of member skills to existing/new projects. The information system will provide a list of the members in NTJWC along with each of their skills. When assigning committees to each event that the club runs, the information system will be able to show what skills each member of the committees has, and will be able to assign appropriate committees to each event from there. Also if there are any other members who have skills that could help the event, they can also be assigned to the event. This simplifies the process because each member has their skills listed concisely on the information system and finding members who match the needed skills for events will be easy. The NTJWC Directory Records and Ledger information system will also allow for a more timely payment process for events. The information system will show each event that is taking place and each cost that comes with the event. It also will show the amount of money the club currently has from donations. The committees running the events will know what costs will be due when because the system will be able to tell them. The information system will also be able to tell the committees what costs have already been paid off. Lastly, this system would provide the ability for the club to print a list of reports, detailing donations, costs, members, and committees. The time in which this would cut down for the organization cannot be easily enumerated. The ability to print out an organized list of members will cut down on time otherwise spent searching through handwritten lists of members trying to match similar skills. In addition to the time cutting down sorting through members in easily printable lists, the system will have the ability to track the donations and information on people working with the organization and easily allow for the group to browse through this information all at their fingertips. All in all, the reports will cut down on time, improve efficiency, and help to eliminate some errors that may arise from manual record keeping.

A Gantt Chart was constructed, which describes the schedule at which each phase will be constructed. Once it is completed, the business case will justify why the information system is valuable and highlights the economic benefits and costs along with the technical and organizational feasibility. Lastly the statement of work uses the elements of the Baseline Project Plan to give the customer an overall plan for the development of the information system and is the final output of the planning stage.