

# Army Reserve C4 / IT Investment Assessment Score Sheet

(For use of this form see USAR Reg 25-3; the proponent agency is ESA)

Investment Name: \_\_\_\_\_ Assessment Date: \_\_\_\_\_

SECTION I - PREPARATION FOR AUTOMATION AND PROJECT PLANNING			
Assessment Criteria	Project Scoring	Weighting Factor	Adjusted Score
<b>a. Business Process Reengineering (BPR) --</b> extent to which Business Process Reengineering has been completed for the business processes supported by the investment project (0 - 2).  0 = BPR not performed, no justification provided. 2 = BPR conducted or omission justified.		3.500	
<b>b. Requirements Documentation --</b> extent and completeness functional and operational requirements definition efforts which have been completed and documented for this investment project (0 - 2).  0 = No documentation. 1 = Incomplete documentation. 2 = Complete documentation.		4.375	
<b>c. Project Organization --</b> extent to which project participants, roles, and responsibilities have been defined and documented (0 - 2).  0 = No defined project organization. 1 = Partial -- Roles and responsibilities not clearly defined. 2 = Roles fully defined and documented.		4.375	
<b>d. Project Planning --</b> extent to which project objectives, tasks, timelines, resource levels, and milestones have been documented and followed in work to date (if applicable) (0 - 3).  0 = No documented project plan. 1 = Incomplete project plan or poorly followed. 2 = Well-documented project plan, no history. 3 = Well-documented plan, followed to date.		3.500	
<b>Subtotal (Section I)</b>			

SECTION II - RISK ASSESSMENT			
<b>Risk (probability of occurrence) + Impact</b>	<b>Risk + Impact = Risk Score</b>		
0 = High risk: Likely 1 = Medium risk: Possible 2 = Low risk: Remote	0 = Show Stopper 1 = Moderate Impact 2 = Minor impact		
	Risk Score	Weighting Factor	Adjusted Score
<b>Schedule risk --</b> the presence of significant operational or schedule dependencies that will have to be met to complete this project (0 - 4, see score legend above).		1.125	
<b>Cost sensitivity --</b> risk that the project will exceed reasonable /targeted cost levels (0 - 4).		1.125	
<b>Technical risk --</b> risk that the project will not meet its performance or operational objectives (0 - 4).		1.500	
<b>Organizational risk --</b> risk that the project may fail because of lack of agreement or acceptance by USAR or external organizations (0 - 4).		1.500	
<b>Process change risk --</b> risk that required business process changes may not be implemented to enable the benefits from this project (0 - 4).		1.500	
<b>Architectural risk --</b> risk that the project results will not fit with the approved USAR C4/IT architectures to minimize long-term interfacing, performance, and cost problems (0 - 4).		0.750	
<b>Subtotal (Section II)</b>			

[ NOTE: On a separate sheet, list any other relevant risk factors based on the DOD Risk Management Framework and rate them according to the above scheme. They will be taken into account in evaluating the project risk. ]

<b>SECTION III - OVERALL BUSINESS CASE</b>			
<b>Assessment Criteria</b>	<b>Project Scoring</b>	<b>Weighting Factor</b>	<b>Adjusted Score</b>
<p><b>Value of the system to the business process --</b> degree to which the capability resulting from the investment project supports the USAR mission and supporting functional business processes (0 - 4).</p> <p>0 = Does not support the USAR mission or principle lines of business or core business processes. 1 = Enhances a mission essential process. 2 = Required for the conduct of a mission essential business process. 3 = Enhances a mission critical business process. 4 = Required for the conduct of a mission critical business process.</p>		3.500	
<p><b>DA and USAR Strategies Addressed --</b> extent to which the project addresses DA or USAR strategies in approved long range or strategic level plans (0 - 3).</p> <p>0 = Conflicts with the overall organizational strategic direction. 1 = Neutral - Neither conflicts with nor promotes overall organizational strategic direction. 2 = Promotes achievement of organizational strategic direction. 3 = Critical to achieving organizational strategic direction.</p>		3.500	
<p><b>Documented Return on Investment --</b> extent to which benefits and costs are estimated and documented to support a return on investment calculation (0 - 2).</p> <p>0 = No documented estimates of benefits (cost estimates must be provided). 1 = Costs monetized, benefits quantified but not monetized. 2 = Benefits and costs monetized.</p>		5.250	
<b>Subtotal (Section III)</b>			
<b>Total Score (all sections)</b>			<b>Adjusted</b>