**ACMP SoCal Member Spotlight:**

**Business Case Template**

Please email **https://acmpsocal@gmail.com** a photo of yourself and as much of your responses to the form below. Thank you again for being a valued member of ACMP SoCal!

# Executive summary

Briefly describe the change project.

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# OVERVIEW

## Proposed CHange

Briefly describe **current state**, **future state,** and **intended impact.**

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## Why is change required

Detailed overview of reasons necessitating the change and how the change corresponds with the organization's mission.

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## Implamentation plan

Briefly describe methods and procedures for executing the plan.

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## Evaluation process

Discuss how success will be measured throughout the process.

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## Estimated Timeline

Anticipated time frame for the project.

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## SPONSORs Impact

Briefly describe number of sponsors, potential benefits, and potential adverse impacts.

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## Staff and operations impact

Briefly describe the anticipated impact on people, process, policy, and technology.

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## Barriers and risks

Briefly describe any anticipated barriers or risks associated with the project.

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## End of Project/ Key takeaways

Briefly describe how the project was ended or any key takeaways you walked away with.

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## Additional Comments

Write any additional comments you may have.

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