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| --- | --- | --- | --- |
| **Initiative Name:** | | **Project lead (Name, Agency):** | |
| **The Problem** | **Proposed Solution** | | **Product(s) / Outputs** |
| *Tell us about the problem you’d like to solve.*  *Why is it a problem (include facts if you can)? For example, who is affected, what are the impacts of the problem for the individual, organisation and system?* | *Tell us about your proposed initiative, how will you address the problem?*  *What difference will funding through the Innovation Fund make?* | | *What is the product and what are the outputs and activities you’ll deliver as part of the initiative? What are your Key Performance Indicators?* |
| **Project Outcomes** |
| *Describe what success looks like, what changes we will see as a result of your initiative? For example, immediate changes in behaviour or conditions.*  *Outcomes should provide specific, measurable and meaningful evidence that the problem has been resolved. This is often described as increased… expanded… improved…* |
| **Partner agencies & organisations** | **Value and Impact** | | **Barriers & Risks** |
| *What other partners are you working with and how will they contribute?* | *What’s the value proposition of the initiative? For example, what’s the value of the initiative to the organisations involved or the wider digital public service?*  *What impacts (long-term effects) will the initiative have on stakeholders, customers, the overall digital public service or data roadmap?* | | *What are the likely barriers to success and how will you manage risks?* |
| **Related Initiatives** | | **Plan to scale / System re-use** | |
| *Are there any related or similar initiatives currently underway?* | | *How do you plan to scale the initiative if it is successful? How can this initiative be re-used across the system?*  *What funding would you seek to scale / re-use the initiative (for example, organisations’ baseline funding or budget proposal)?* | |

### High-level timelines and deliverables you’ll report against

Start date: Proposed finish date:

|  |  |  |
| --- | --- | --- |
| Key Milestone | Planned Date | Comment |
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### Budget

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| --- | --- | --- | --- | --- |
| Item | 2021/22 financial year | Phasing (if any) | Comments | Total Budget |
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| **Overall estimated budget** | | | |  |

### Resource Plan *(if not included in budget section above)*

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| --- | --- | --- | --- | --- |
| Name (if applicable) | Role | Skills requirement (etc. developer) | Duration | Permanent / Contract |
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### Key stakeholders & Project Partners Other Notes

Project Sponsor (Tier 1 or 2):

|  |  |  |  |
| --- | --- | --- | --- |
| Organisation / Name (if applicable) | Role |  |  |
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