

SEMHIIE BUSINESS OPPORTUNITY GUIDELINES

Revised March 3, 2008

The SEMHIIE decision model to evaluate various business opportunities is as follows. This process guides potential income or expenses, time and material commitments/opportunities presented to SEMHIIE.

1. All potential business opportunities (grant funding, contracts, research, pilots, paid consultation or subcontract services, and all other similar activities) must be approved by the Governance Committee*.
2. The Governance Committee may elect to ask the Governance Work Group to evaluate any business opportunity.
3. If asked to evaluate a business opportunity, the Governance Work Group will execute the appropriate research and provide a formal decision brief outlining the nature of the business opportunity, partners, and known pros and cons. If the opportunity is not recommended for further action, the reasons for this decision would also be documented for tracking and informational purposes.
4. All formal decision briefs will be sent to the Governance Committee for review.
5. A formal presentation may be requested by the Governance Committee. Members of the Governance Committee will review and discuss whether further action is merited by SEMHIIE.
6. The Governance Committee will then vote on whether to pursue the business opportunity. A vote may be delayed in order for further clarification or research.

In considering whether business opportunities are appropriate for SEMHIIE, members should consider the following questions:

- Is the business opportunity consistent with SEMHIIE mission and objectives?
- Do the commitments/requirements/resource needs of the business opportunity match its value (financial/technical/exposure)?
- What are the timing parameters for deciding to engage in the business opportunity (e.g. a proposal deadline)?
- What is the full timing for the opportunity (e.g., the period of performance)? Will this timing impact the timeline in place in the work breakdown structure?
- Who are the partnering organizations involved in this opportunity? Do these partners make sense for SEMHIIE in the long term?
- What are the financial ramifications?
- Are there geographic limitations?
- What strategic value would this opportunity provide SEMHIIE?

* Until such time as the official Governance Committee is elected the Initial Governance Committee serves in this role