No. 05

Capital Expenditure Business Case

Decide which capital requests to fund using the same yardsticks for every one — and check afterwards whether the expected savings arrived.

Built for: GMs, controllers, owners' representatives and department heads who request or approve capital spending.

What is included

File	Format	Use
Capital-Expenditure-Workbook-Blank.xlsx	Excel	Start here: formatted, formula-ready workbook for your own data.
Capital-Expenditure-Workbook-Sample.xlsx	Excel	Same model filled with fictional sample data.
Capital-Expenditure-Business-Case.html	Interactive dashboard	Optional: opens in Chrome, Edge or Safari on a computer or tablet. Runs without internet; data stays in that browser.
capex-business-case-guide.pdf	PDF	This guide.
LICENSE.txt, START-HERE.txt	Text	License terms and quick start.

Quick start

1. **Start with Excel.** Open **Capital-Expenditure-Workbook-Blank.xlsx** and enter your own data in the blue cells; every other cell calculates. The **-Sample** workbook shows a filled-in example.
2. **Use Google Sheets?** In Google Drive choose New › File upload, then open the workbook with Google Sheets. Formulas carry over; charts may need restyling.
3. **Optional interactive dashboard:** open **Capital-Expenditure-Business-Case.html** in Chrome, Edge or Safari on a computer or tablet. It runs offline and opens with fictional sample data — choose **Start blank** when you are ready.
4. The dashboard saves entries only in that browser on that device. Use **Save backup** regularly; **Restore** loads a backup elsewhere.

Operating routine

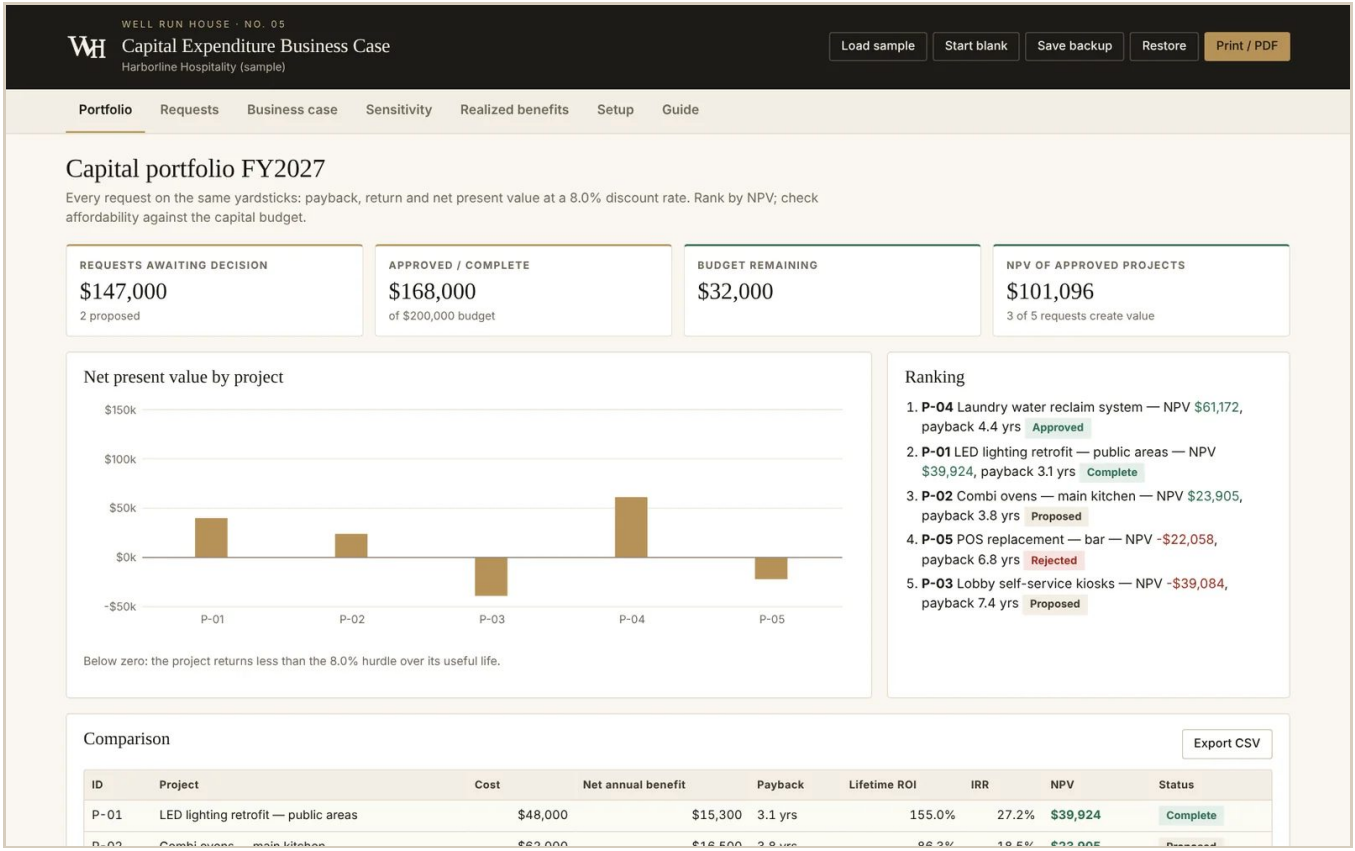
1. **Describe the current problem** in cost, risk or guest-impact terms.
2. **Compare alternatives**, including doing nothing and cheaper options.
3. **Verify incremental benefits** — only savings or profit that happen because of the project.
4. **Rank by NPV and approve within the capital budget.**
5. **Track realized savings** every year against the approved case.

Sample — the full product includes the Excel workbook, interactive dashboard and complete guide

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Capital Expenditure Business Case

Two screenshots from the product, taken with its fictional sample data.



Interactive dashboard — Capital portfolio

	A	B	C	D	E	F	G	H	I	J	K	L
1	ID	Project	Category	Owner	Status	Initial cost	Annual benefit	Annual added cost	Useful life (yrs)	Net annual benefit	Payback (yrs)	Lifetime ROI
2	P-01	LED lighting retrofit — public areas	Energy	Dir. Engineering	Complete	$48,000	$16,500	$1,200	8.0	$15,300	3.14	155.0%
3	P-02	Combi ovens — main kitchen	Equipment	Exec Chef	Proposed	$62,000	$19,000	$2,500	7.0	$16,500	3.76	86.3%
4	P-03	Lobby self-service kiosks	Technology	Dir. Rooms	Proposed	$85,000	$21,000	$9,500	5.0	$11,500	7.39	-32.4%
5	P-04	Laundry water reclaim system	Energy	Exec Housekeeper	Approved	$120,000	$31,000	$4,000	10.0	$27,000	4.44	125.0%
6	P-05	POS replacement — bar	Technology	Dir. F&B	Rejected	$54,000	$14,000	$6,000	5.0	$8,000	6.75	-25.9%