

WEB-BASED PRODUCT CRITERIA AND FEASIBILITY STUDY for Water Research Foundation Project Deliverables

Web-based project deliverables are defined as a final project product that will be hosted on a Web server and its content served up to users via any Water Research Foundation approved Internet-based technologies. They may be commonly called Web sites, Web tools, or Web applications. However, only selected projects justify the development of these products. There are associated costs and implementation details for the researcher and the Foundation that need to be considered. The researcher should submit a full *Feasibility Study* to provide a clear road map for the Web-based product deliverable. The Feasibility Study should address the questions on p. 3 of this document and must comply with the product requirements below.

Product Requirements

- Products created shall be self-contained and not require support or updates by Water Research Foundation staff. Researcher is responsible for this during the contractual life of the product.
- An initial design discussion with the Water Research Foundation's Publishing Manager and IT staff should be scheduled through the project manager as part of the Communication Plan that will become part of the Project Funding Agreement.
- The Foundation may require a formal contract, separate from the Project Funding Agreement, for the development and maintenance of the Web tool. The Foundation may request to contract with the researcher to maintain the tool after the initial Foundation project is complete.
- The researchers will deliver documentation including source code and user manual before launch of the Web tool.
- The Web-based product will be hosted on a mutually agreed account. The researcher is responsible for obtaining the hosted account, the placement of the product on the account, and all administrative hosting functions for the contractual life of the product. The Foundation will pay for the hosting services.
- The Web-based product will be registered under a domain name determined by the researcher and the Water Research Foundation.
- Water Research Foundation approved Internet-based technologies are html and asp/asp.net. However, Water Research Foundation does not wish to limit the creativity of these products and may consider other technologies during the development.
- Browser development for latest major browser versions and one version previous.
- Develop in compliance with 508 Accessibility rules (not required but highly desired - see <http://www.usability.gov/>)
- Develop to accommodate 1024x768 screen resolution
- If any plug-in is required to view the Web-based product, the product must provide the needed link, support, and instructions for using the plug-in.

- Product design should complement the existing Water Research Foundation Web site so that the product can be recognized as a result of a Water Research Foundation project. The specific “sponsored by the Water Research Foundation” logo and complimentary Web-safe colors should be used.
- The product home page or “about” page should mention the Water Research Foundation project and its objective / background.
- Create a footer for the pages of the product that includes the following elements: Project Number, Source: *Report Title*. © Year Water Research Foundation. For example, Water Research Foundation project #123, Source: *Soil-Aquifer Treatment for Sustainable Water Reuse* ©2008 Water Research Foundation. ALL RIGHTS RESERVED.
- Provide opportunity for Water Research Foundation to view a beta of the product early into the development.
- Debug and demonstrate prior to Foundation acceptance
- Include a link back to WaterResearchFoundation.org on each page (could link from the Water Research Foundation logo or footer)
- **Use of Water Research Foundation Logo**—Contact Cheri Dougherty at <mailto:cdougherty@waterresearchfoundation.org> to obtain an electronic file containing the specific “sponsored by the Water Research Foundation” logo. Please specify your preference for file format (GIF, JPEG).

Feasibility Study Questions

This Feasibility Study will be used by the Foundation's research planning volunteers, staff, researchers, and project advisory committees in determining whether a Web-based product should to be developed. If approved, the final feasibility study will become part of the Project Funding Agreement. Please answer the following Feasibility Study questions:

1. What is the tool type? Is it primarily a data repository, an encyclopedic list? Or is it an interactive tool that leads to a decision or a cost/benefit analysis?
2. Who is the intended audience for the Web tool? Is the audience highly technical? Or can non-specialists use and understand it? Is it intended for Water Research Foundation subscribers only? If so, how will users be authenticated? Which Foundation subscribers would be likely users? Or will the site be open to all?
3. How does proposed funding affect the use of the Web tool?
4. Will users need to enter their own data into the tool? How will accounts be set up and secured?
5. What is the plan for user support?
6. How often will the Web tool be updated? Who will be in charge of keeping the site current?
7. How will the Web tool conform to Water Research Foundation usability and look and feel guidelines?
8. Will the Web tool's useful life be at least 3 years? What are the limiting factors for the Web tool's usefulness?
9. What is the plan for security of the site?
10. In which of the Foundation-approved languages will the Web tool be written? Html or asp/asp.net?
11. Will the Web tool be compatible with the latest and at least one previous version of major browsers and plug-ins?
12. What is the plan for debugging, testing, and user testing during development?
13. What are the projected development effort, timeline, and cost?
14. What is the launch plan?
15. What is the projected maintenance plan and cost?
16. What is the end of life plan for the Web tool?