# Cost Benefit Analysis Worksheet

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  | **Year** | | | | | |  |
| **Cost Analysis** | | | | | | | | |
| **A** | **Resource Hours** | **0** | **1** | **2** | **3** | **4** | **5** | **Total** |
|  | | | | | | | | |
| **A1** | **Business Resources** |  |  |  |  |  |  |  |
|  | | | | | | | | |
| **A2** | **Programmer / Technology Resources** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **A3** | **Functional Resources** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
|  | **Total Resource Hours** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **B** | **Financial Costs ($000’s)** | **0** | **1** | **2** | **3** | **4** | **5** | **Total** |
|  |  | | | | | |  | |
| **B1** | **Direct Operating Expenses** |  |  |  |  |  |  |  |
| **B2** | **Personnel Services** |  |  |  |  |  |  |  |
| **B3** | **Consulting Fees** |  |  |  |  |  |  |  |
| **B4** | **Other (List below)** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **B5** | **Indirect Operating Expenses** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **B6** | **Capital Expenditures** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **B7** | **Total Financial Costs** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **Benefits Assessment** | | | | | | | | |
| **C** | **Financial Benefits ($000’s)** | **0** | **1** | **2** | **3** | **4** | **5** | **Total** |
|  |  | | | | | |  | |
| **C3** | **Direct Operating Benefits** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **C4** | **Personnel** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **C5** | **Equipment** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **C6** | **Space** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **C7** | **Other (List below)** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **C8** | **Indirect Operating Benefits** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **C9** | **Total Financial Benefits** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **D** | **Net Cash Flows** |  |  |  |  |  |  |  |
|  |  | | | | | |  | |
| **E** | Net Present Value (NPV) | | | | | |  | |
|  |  | | | | | |  | |
| **F** | Payback Period | | | | | |  | |
|  |  | | | | | |  | |
| **G** | Internal Rate Of Return (IRR) | | | | | |  | |

# Technical Analysis and Assumptions For CBA

|  |  |
| --- | --- |
| Resource Hours: | |
|  | |
|  | |
| Financial Costs: | |
|  | |
|  | |
| Financial Benefits: | |
|  | |
|  | |
| Qualitative Benefits: | |
|  | |
|  | |
| Notes: | |
| **Costs** | **Benefits** |
|  |  |
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