CAP Project

# MODULE 1 OUTLINE: VIDEO 4

## SLIDE 1: CAP PROJECT COST ANALYSIS IN PRACTICE

Module 1: Video 4
The stages of a cost analysis

Jaunelle Pratt-Williams, Ph.D.
Senior Research Scientist
NORC at the University of Chicago

## SLIDE 2 TO SLIDE 5: STAGES OF A COST ANALYSIS

Stage 1: Designing Your Cost Analysis.

1. Determine who is the audience for the results of the analysis
2. Specify what decision(s) this analysis can inform and timing of decision(s)
3. Determine what decision-makers need to know and what type of analysis can answer the question
4. Clearly define the program
5. Decide from whose perspective you will estimate costs (and returns)
6. Decide which stages of program development and implementation to include in your cost analysis

Stage 2: Collecting Cost Data

1. Determine the timing of cost data collection
2. Document the resources needed to implement the program
3. Identify sources of data on the type and quantity of resources needed to implement the program

Stage 3: Analyzing Cost Data

1. Assign values to each resource
2. Adjust prices
3. Calculate costs

4. Categorize costs
5. Conduct sensitivity analysis

Stage 4: Reporting Cost Analysis Results

1. Identify context and assumptions to report
2. Calculate the cost metrics to report
3. Present the results

### SLIDE 6: STAGES OF A COST ANALYSIS

STAGES OF A COST ANALYSIS

Stage 1: Designing your cost analysis

Stage 2: Collecting cost data

Stage 3: Analyzing cost data

Stage 4: Reporting cost analysis results

### SLIDE 7 TO SLIDE 13: DESIGNING YOUR COST ANALYSIS

Stage 1: Designing Your Cost Analysis

1. Determine who is the audience for the results of the analysis
2. Specify what decision(s) this analysis can inform and timing of decision(s)
3. Determine what decision-makers need to know and what type of analysis can answer the question
4. Clearly define the program
5. Decide from whose perspective you will estimate costs (and returns)
6. Decide which stages of program development and implementation to include in your cost analysis

### SLIDE 16 TO 22: COLLECTING COST DATA

Stage 2: Collecting Cost Data

1. Determine the timing of cost data collection
2. Document the resources needed to implement the program
3. Identify sources of data on the type and quantity of resources needed to implement the program
4. Identify prices for your ingredients

## SLIDE 24 TO 28: ANALYZING COST DATA OF A COST ANALYSIS

Stage 3: Analyzing Cost Data of a Cost Analysis

1. Assign values to each resource
2. Adjust prices
3. Calculate costs
4. Categorize costs
5. Conduct sensitivity analysis

## SLIDE 29 TO 31: REPORTING COST ANALYSIS RESULTS

Stage 4: Reporting Cost Analysis Results

1. Identify context and assumptions to report
2. Calculate the cost metrics to report
3. Present the results

## SLIDE 32: STAGES OF A COST ANALYSIS

Stages of a Cost Analysis

Stage 1: Designing Your Cost Analysis

1. Determine who is the audience for the results of the analysis
2. Specify what decision(s) this analysis can inform and timing of decision(s)
3. Determine what decision-makers need to know and what type of analysis can answer the question

4. Clearly define the program
5. Decide from whose perspective you will estimate costs (and returns)
6. Decide which stages of program development and implementation to include in your cost analysis

Stage 2: Collecting Cost Data

1. Determine the timing of cost data collection
2. Document the resources needed to implement the program
3. Identify sources of data on the type and quantity of resources needed to implement the program

Stage 3: Analyzing Cost Data

1. Assign values to each resource
2. Adjust prices
3. Calculate costs
4. Categorize costs
5. Conduct sensitivity analysis

Stage 4: Reporting Cost Analysis Results

1. Identify context and assumptions to report
2. Calculate the cost metrics to report
3. Present the results.