



Cost Analysis Template

Project Name: *Date:*

Project Number: *Agency:*

Modification Dates: *Prepared by:*

Section 1: Project Overview and Background

Brief overview, background and definition of the project.

Section 2: Discussion of Alternatives

Discuss the project ground rules and assumptions.

Status Quo - Current Process (As-Is-Model)

Discussion of Alternative Concepts and Goals
Program Concept

Functional Concept

Technical Concept

Project Alternatives (To-Be-Model)

Acquisition Strategy

Discussion of Alternatives

Schedule

Section 3: Lifecycle Costs and Benefits

Discuss the costs and benefits of the product according to its lifecycle.

Lifecycle Cost and Benefit Summary

Risk and Sensitivity Analysis

Lifecycle Cost-Benefit Comparison