

# Cost-Benefit Analysis Framework

## Consulting Feasibility Document

### 1. Executive Summary

Provide a high-level overview of the purpose, methodology, summarized costs, major benefits, and recommendations.

### 2. Project Description

- **Project Name:**
- **Background & Objectives:**
- **Scope:**

### 3. Identification of Alternatives

1. Alternative 1: Description
2. Alternative 2: Description
3. Alternative 3: (if applicable)
4. Do Nothing / Status Quo

### 4. Cost Analysis

Cost Item	Year 1	Year 2	Year 3	Total	Notes
Initial Investment					
Operating Costs					
Personnel					
Other					

### 5. Benefit Analysis

Benefit Item	Type (Quantitative/Qualitative)	Yearly Value	Notes
Revenue Increase	Quantitative		
Cost Savings	Quantitative		
Efficiency Gain	Qualitative		
Other			

### 6. Risk Assessment

- **Major Risks:**
- **Probability and Impact:**
- **Mitigation Strategies:**

### 7. Sensitivity Analysis

Test how the analysis results vary with changes in key assumptions (e.g., cost estimates, benefit projections).

## 8. Conclusions & Recommendations

- Summary of findings
- Preferred alternative
- Actionable next steps