

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