

# Pinpoint and Prove the “Best” IT Solution



Cost-Benefit Analysis (CBA) is a method of pinpointing the “best” choice by quantifying and comparing the pros (benefits) and cons (costs) of IT solutions.

Is your analysis complete?

## Cost Benefit Analysis Checklist

### Financial CBA

*(Only the \$s)*

- ◆ One-time revenue/cost impact
- ◆ Recurring revenue/cost impact
- ◆ One-time solution cost
- ◆ Recurring solution cost
- ◆ ROI calculation (NPV, IRR, other)
- ◆ Net financial return
- ◆ Comparative analysis
- ◆ Tradeoff analysis

### Expanded CBA

*(Both \$s and the “intangibles” quantified)*

- Business problem definition
- Business objective statement
- Solution(s) benefits (financial & non financial)
- Solution(s) costs (one-time & recurring)
- Solution(s) risks (for go & no-go decisions)
- ROI calculation (NPV, IRR, other)
- Net financial return
- Comparative & tradeoff analysis

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Resource Management Systems, Inc. — The IT Value Definition Specialists