

Approximate Time Allocations For the Activity-Based Costing Analysis

Four Phases of Work: **Preparation** **Data Collection** **Model/Analysis** **Review**

Work Steps	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13
Establish team roles	█												
Discuss workplan with team	█	█											
Kickoff with staff		█											
Identify products to include		█	█										
Customize model and staff survey	█	█	█										
Gather foundation data		█	█	█	█	█							
Schedule staff survey			█	█									
Complete staff surveys				█	█	█							
Categorize operating expenses						█							
Customize allocation rules					█	█							
Apply Compiler OR Allo-Gator*						█	█	█	█	█	█	█	
Apply model/Perform analysis						█	█	█	█	█	█	█	
Review initial results									█	█	█	█	
Determine implications and develop recommendations										█	█	█	█
Compare to other foundations									ongoing	ongoing	ongoing	ongoing	ongoing
Prepare & deliver Board presentation												█	█

*Available to CF Insights members