Cost Analysis in Practice Project

‖‖‖CAP Project

COST ANAYLYSIS QUESTIONS?

Have a cost analysis question? Check out the CAP Project Online Modules. Register for the CAP Project's series of free, online modules on cost analysis. Each module consists of short videos, tips, and resources on how to carry out cost analysis.

Register for Modules

CAP PROJECT RESOURCES

The CAP Project Resources page provides documents and tools that can help you:

- Get started with cost analysis
- Plan your cost analysis
- Collect and analyze cost data
- Report and use cost analysis results.

Working on an IES proposal? Check out the "Cost Analysis Requirements in IES RFAs" or the "Checklist for Cost Analysis Plans."

Want to learn about cost analysis more generally? Download the "CAP Project Cost Analysis Standards and Guidelines."
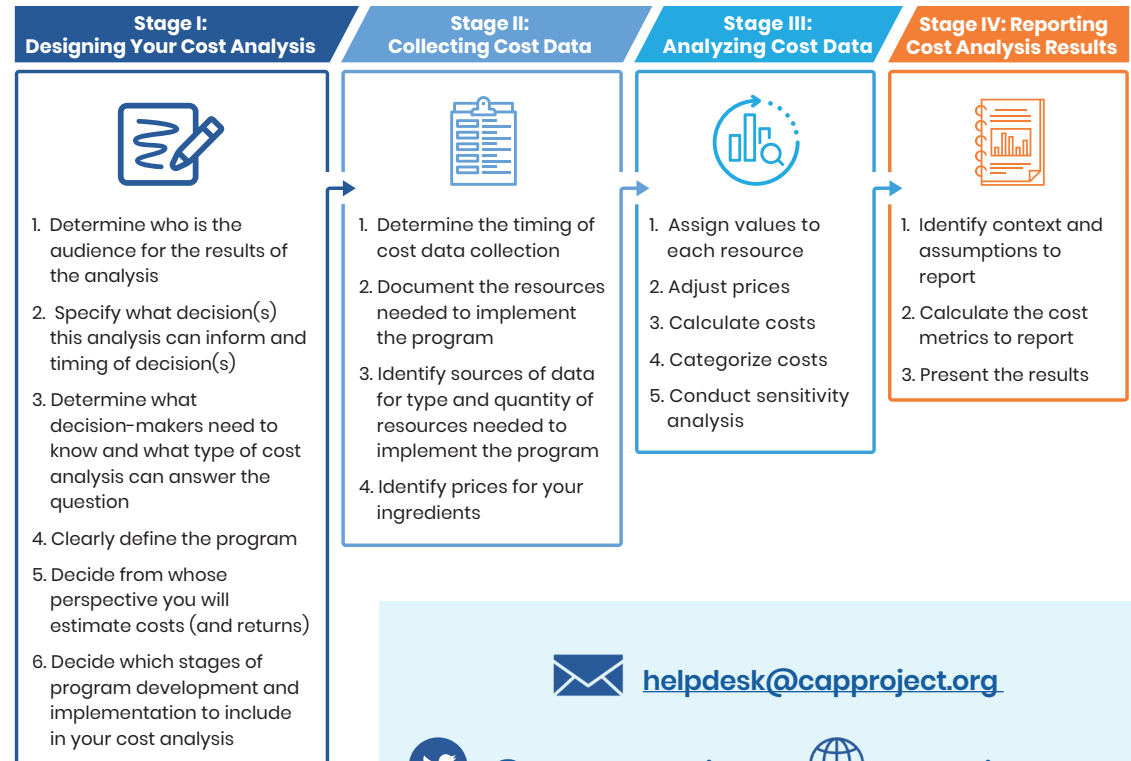
GENERAL COST ANALYSIS RESOURCES

The General Resources page provides additional helpful cost analysis tools and resources developed outside of the CAP Project. These include:

- Introductions to cost analysis
- Guidance on execution of cost analysis
- Software tools to facilitate the execution of cost analysis.

ABOUT THE CAP PROJECT

Cost Analysis in Practice (CAP) Project was initially funded in 2020-23 by the Institute of Education Sciences (IES) at the U. S. Department of Education to support researchers and practitioners planning or conducting a cost analysis of educational programs and practices. The CAP Project provides free, on-demand tools, guidance, demonstration analyses, and instructional modules related to cost analysis. These are available at https://capproject.org/, maintained by EdResearcher.

Stages for Conducting a Cost Analysis

Stage I: Designing Your Cost Analysis	Stage II: Collecting Cost Data	Stage III: Analyzing Cost Data	Stage IV: Reporting Cost Analysis Results
1. Determine who is the audience for the results of the analysis 2. Specify what decision(s) this analysis can inform and timing of decision(s) 3. Determine what decision-makers need to know and what type of cost analysis can answer the question 4. Clearly define the program 5. Decide from whose perspective you will estimate costs (and returns) 6. Decide which stages of program development and implementation to include in your cost analysis	1. Determine the timing of cost data collection 2. Document the resources needed to implement the program 3. Identify sources of data for type and quantity of resources needed to implement the program 4. Identify prices for your ingredients	1. Assign values to each resource 2. Adjust prices 3. Calculate costs 4. Categorize costs 5. Conduct sensitivity analysis	1. Identify context and assumptions to report 2. Calculate the cost metrics to report 3. Present the results

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