

# BUSINESS CASE CALCULATOR

Quantify the Cost of Inaction. Build the Case for Execution Intelligence.

## PURPOSE

This calculator helps delivery leaders, PMO directors, and program executives quantify the true cost of fragmented execution intelligence in their organizations. The numbers you calculate here are your business case. Use them to justify investment in AI-powered execution intelligence, prioritize your pilot, and present a compelling case to leadership.

## HOW TO USE THIS CALCULATOR

Work through each section in order. Every input field is clearly labeled with the formula. Use conservative estimates if you are unsure — even conservative numbers are typically larger than expected. Complete the Executive Summary on the final page before presenting to leadership.

<b>Organization:</b>	_____ _____	<b>Date:</b>	_____ _____
<b>Completed By:</b>	_____ _____	<b>Role:</b>	_____ _____
<b>Number of PMs / Delivery Leaders:</b>	_____ _____	<b>Avg. Hourly Rate:</b>	\$ _____

0  
1

## COST 1: THE ADMIN TAX

How much organizational capacity is being consumed by manual status gathering, report formatting, and information chasing every week?

<b>Number of Delivery Leaders / PMs</b>	Count everyone who gathers or reports status	\$
<b>Hours Per Week Spent on Status Gathering</b>	Average per person (industry average: 10-20 hrs)	\$
<b>Fully Loaded Hourly Rate</b>	Salary + benefits + overhead. Use contractor rate for govt.	\$
<b>Working Weeks Per Year</b>	Standard: 50 weeks	\$

**FORMULA: Number of PMs x Hours/Week x Hourly Rate x 50 Weeks = Annual Admin Tax**

**COST 1: ANNUAL ADMIN TAX**

\$ \_\_\_\_\_

0  
2

## COST 2: RISK COST

How much has late risk discovery cost your organization in the last 12 months? Include project delays, rework, compliance penalties, and emergency interventions.

<b>Number of Delayed or Derailed Projects (last 12 months)</b>	Include any project that missed a key milestone	\$
<b>Average Cost Per Project Delay</b>	Include team time, contract penalties, lost value	\$
<b>Number of Compliance or Audit Issues (last 12 months)</b>	Any finding that required remediation	\$
<b>Average Cost Per Compliance Issue</b>	Remediation cost, penalty, staff time	\$

**FORMULA: (Delayed Projects x Avg Delay Cost) + (Compliance Issues x Avg Issue Cost) = Annual Risk Cost**

**COST 2: ANNUAL RISK COST**

\$ \_\_\_\_\_

0  
3

## COST 3: OPPORTUNITY COST

What strategic work is NOT happening because your team is buried in administrative overhead? This is the hardest cost to quantify — and often the largest.

Strategic initiative delayed or deprioritized because of delivery admin burden:

Estimated Value Lost: \$ \_\_\_\_\_

Innovation or process improvement work not happening because team capacity is consumed:

Estimated Value Lost: \$ \_\_\_\_\_

Stakeholder relationships not being cultivated because PMs are chasing status:

Estimated Value Lost: \$ \_\_\_\_\_

**COST 3: ANNUAL OPPORTUNITY COST**

**\$ \_\_\_\_\_**

**TOTAL ANNUAL COST OF THE STATUS QUO**

**\$ \_\_\_\_\_**

■ *AHA MOMENT: Most organizations have never added these three costs together. The total is almost always larger than anyone expected — because each cost has been treated as separate and unavoidable. Together, they make the business case undeniable.*

## 04 THE COST OF DOING NOTHING

Every month without action compounds the cost. Use your Total Annual Cost to project what inaction will cost your organization over time.

Timeframe	Formula	Your Projected Cost
<b>This Month</b>	Total Annual Cost divided by 12	\$ _____
<b>Next Quarter</b>	Total Annual Cost divided by 4	\$ _____
<b>Year 1</b>	Total Annual Cost	\$ _____
<b>Year 2</b>	Total Annual Cost x 2 (conservative growth)	\$ _____
<b>Year 3</b>	Total Annual Cost x 3 (conservative growth)	\$ _____

■ **AHA MOMENT:** *The Cost Per Month of Inaction is the most powerful number in this document. It answers the question every executive asks but rarely hears answered: What does it cost us to wait another month?*

## 05 BREAK-EVEN CALCULATOR

How long until your investment in execution intelligence pays for itself? Fill in your estimated monthly solution cost to calculate your break-even point.

<b>Total Annual Cost of Status Quo</b> (from Page 2)	Your total from the three-cost model	\$ _____
<b>Estimated Monthly Solution Investment</b>	Total cost of AI tooling, implementation, training	\$ _____
<b>Monthly Value Recovered</b>	Conservatively: Annual Cost divided by 12	\$ _____

**FORMULA:** Monthly Solution Investment divided by Monthly Value Recovered = Break-Even Month

**ESTIMATED BREAK-EVEN POINT**

**Month** \_\_\_\_\_

## 06 ROI PROJECTION

Project your return across three scenarios. Use your Total Annual Cost as the baseline.

Timeframe	Conservative (20% Cost Recovery)	Moderate (50% Cost Recovery)	Aggressive (80% Cost Recovery)
30 Days	2% of Annual Cost \$ _____	4% of Annual Cost \$ _____	7% of Annual Cost \$ _____
90 Days	5% of Annual Cost \$ _____	12% of Annual Cost \$ _____	20% of Annual Cost \$ _____
12 Months	20% of Annual Cost \$ _____	50% of Annual Cost \$ _____	80% of Annual Cost \$ _____

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Complete the fields below. This pre-written business case is ready to present to leadership, copy into a memo, or include in a budget request. Replace the bracketed fields with your numbers.

## BUSINESS CASE FOR EXECUTION INTELLIGENCE INVESTMENT

Our organization currently spends an estimated **\$(COST 1)** per year on manual status gathering and reporting across our delivery teams. Late risk discovery and project delays cost an additional **\$(COST 2)** annually. When combined with the opportunity cost of strategic work that is not happening because our delivery leaders are consumed by administrative overhead, our total annual cost of the status quo is **\$(TOTAL COST)**. Every month we delay addressing this gap costs our organization **\$(MONTHLY COST)**. Over three years, the projected cost of inaction is **\$(3-YEAR COST)**. We are proposing an investment in AI-powered execution intelligence that will automate status reporting, surface risks earlier, and create a unified source of truth across our delivery stack. Based on a conservative 20% cost recovery scenario, we project a return of **\$(CONSERVATIVE 12-MONTH ROI)** in the first 12 months, with a break-even point at month **[BREAK-EVEN MONTH]**. We recommend beginning with a focused pilot of **[SELECTED WORKFLOW]**, owned by **[PILOT OWNER]**, with a 30-day success metric of **[SUCCESS METRIC]**. This pilot requires no replacement of existing tools and can be initiated within **[TIMEFRAME]**.

### REFERENCE FIGURES

Cost 1: Annual Admin Tax	\$ _____
Cost 2: Annual Risk Cost	\$ _____
Cost 3: Annual Opportunity Cost	\$ _____
Total Annual Cost of Status Quo	\$ _____
Monthly Cost of Inaction	\$ _____
3-Year Cost of Inaction	\$ _____
Conservative 12-Month ROI	\$ _____
Break-Even Month	Month _____
Selected Pilot Workflow	_____
Pilot Owner	_____
30-Day Success Metric	_____

Download all five ExecutelQ practitioner frameworks at [ExecutelQ.ai/UMD-Resources](https://www.executeiq.ai/UMD-Resources) including the Quick Win Prioritization Matrix and Implementation Roadmap Playbook.

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