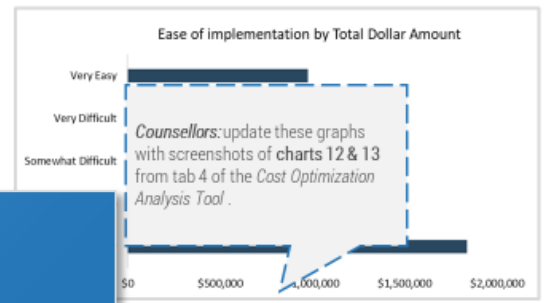


Step 3. Communicate with confidence

Cost Optimization Recommendations Template (PPT)

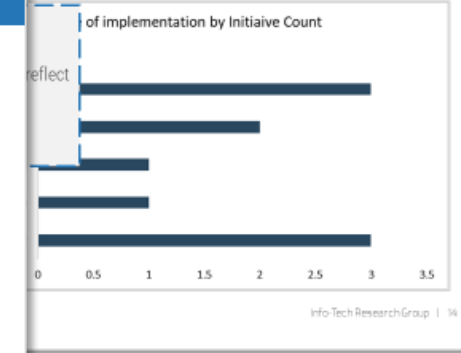
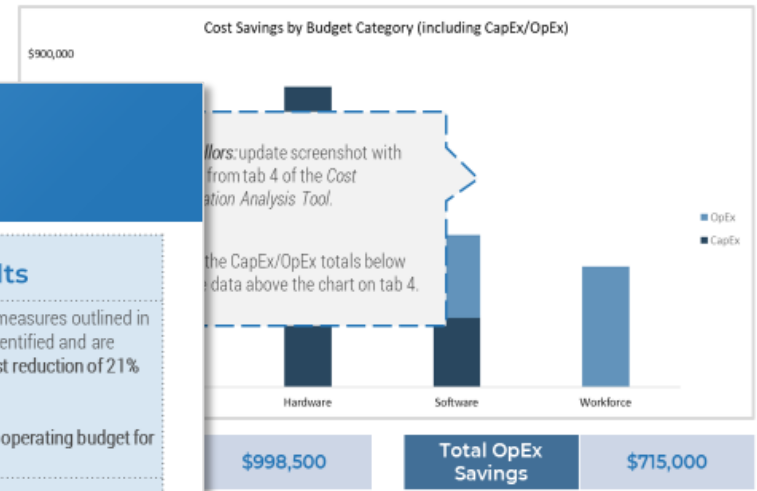
Implementation Considerations

Implementation factors have informed our final recommendations



Savings by Budget Category (1 of 2)

In addition to the cost cutting categories, we also assessed these cost savings across our budget



Executive Summary

Situation	Considerations	Results
<p>ITS has a current operating budget of \$8,000,000</p> <p><i>Counselors: update this text to reflect the client's situation.</i></p> <p>ITS will lean on data points in tab 4 of Info-Tech's Cost Optimization Analysis Tool to help complete your analysis.</p>	<p>Due to the economic impact of current global circumstances, ITS was asked by senior management to reduce its budget by 15% or \$1,200,000 for 2021.</p> <p>ITS took a strategic approach to identify savings, looking at current spending on assets, projects, vendors, and workforce.</p> <p>Through this strategic lens, we initially identified 17 potential cost cutting opportunities.</p>	<p>Through the cost cutting measures outlined in this document, we have identified and are recommending a total cost reduction of 21% or \$1,713,500.</p> <p>This would bring our total operating budget for 2021 to \$6,286,500.</p> <p>Upon further analysis, we are recommending Organization XYZ proceed with 10 of the 17 cost-cutting initiatives.</p> <p>Combined, these 10 action comprise the estimated \$1,713,500 in savings.</p>

The remainder of this document explains the details and the potential impacts of these cost-cutting measures in more detail.