

Cost Breakdown Structure Document

Project Information

Project Name	Sample Project Alpha
Prepared By	Jane Doe
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Version	1.0

Cost Breakdown Structure

Cost Code	Category	Description	Estimated Cost (\$)
1.0	Personnel	Project manager, developers, QA	25,000
2.0	Equipment	Laptops, workstations, servers	8,000
3.0	Software Licenses	Development tools and subscriptions	4,500
4.0	Travel	Client meetings and onsite visits	2,200
5.0	Miscellaneous	Contingency, supplies	1,300
Total Estimated Cost			41,000

Cost Breakdown by Phases

Phase	Estimated Cost (\$)
Initiation & Planning	5,000
Design & Development	24,000
Testing	7,000
Deployment & Closure	5,000

Important Notes

- This document provides a detailed breakdown of project costs by category and phase.
- Regular updates and revisions should be made as actual costs are incurred.
- Ensure that all assumptions and exclusions are documented separately if not included here.
- Use this breakdown as a reference point for budget monitoring and control throughout the project lifecycle.