Item No.	Item	No. of Hours	No. of People	Cost per hour	Total labor cost	Total non labor cost	Total project cost
1	Non Profit Classification						
1.1	Project Document						
1.1.1	Read	3	7	$10	$210	$0	$210
1.1.2	Discuss	4	7	$10	$280	$0	$280
1.2	Taxonomy						
1.2.1	Research	4	7	$10	$280	$0	$280
1.2.2	Discuss	3	7	$10	$210	$0	$210
1.2.3	Finalize	3	7	$10	$210	$0	$210
1.3	Finalize Agenda						
1.3.1	Send	3	7	$10	$210	$0	$210
1.3.2	Review	4	7	$10	$280	$0	$280
2	Team Activity						
2.1	Availability	2	7	$10	$140	$0	$140
2.2	Meet						
2.2.1	In-person	10	7	$10	$700	$0	$700
2.2.2	Virtual	8	7	$10	$560	$0	$560
3	Gather Requirements						
3.1	Research	5	7	$10	$350	$0	$350
3.2	Discuss	4	7	$10	$280	$0	$280
3.3	Review	3	7	$10	$210	$0	$210
3.4	Finalize	3	7	$10	$210	$0	$210
4	Implement						
4.1	Project Charter	3	7	$10	$210	$0	$210
4.2	Stakeholder Matrix	2	7	$10	$140	$0	$140
4.3	Requirement Document	5	7	$10	$350	$0	$350
4.4	WBS	5	7	$10	$350	$0	$350
4.5	Schedule	4	7	$10	$280	$0	$280
4.6	Risk/Issue Log/CR	4	7	$10	$280	$0	$280
4.7	Cost	3	7	$10	$210	$0	$210
4.8	Communication Plan	3	7	$10	$210	$0	$210
4.9	Lessons Learned	2	7	$10	$140	$0	$140

4.10	Milestones	2	7	$10	$140	$0	$140
4.11	PPT & Mock	4	7	$10	$280	$0	$280
5	Review						
5.1	Proofreading	2	7	$10	$140	$0	$140
5.2	Send Documents	2	7	$10	$140	$0	$140
5.3	Clarification	2	7	$10	$140	$0	$140
5.4	Update and Finalize		7	$10	$0	$0	$0
6	Presentation						
6.1	Rehearsal	3	7	$10	$210	$0	$210
6.2	Handout Material	2	7	$10	$140	$40	$180
6.3	Outfit	2	7	$10	$140	$50	$190
6.4	Final Presentation	1	7	$10	$70	$0	$70
7	Project Plan						
7.1	Initiating	3	1	$10	$30	$0	$30
7.2	Planning	5	1	$10	$50	$0	$50
7.3	Executing	7	1	$10	$70	$0	$70
7.4	Monitoring & Controlling	2	1	$10	$20	$0	$20
7.5	Closing	2	1	$10	$20	$0	$20
				Total	$7,890	$90	$7,980