# EARNED VALUE MANAGEMENT PERFORMANCE BLUEPRINT



APPLICATION BRIEF





#### INTRODUCTION

This application brief demonstrates a Web-based planning and reporting process for managing and measuring project costs using IBM Cognos 8 Planning and IBM Cognos 8 Business Intelligence. The rules employed in this *Blueprint* follow the U.S. Government required standard for Earned Value Management (EVM).

For government agencies, the *IBM Cognos Earned Value Management Performance Blueprint* provides users with a streamlined, best-practice planning, forecasting, analysis, and reporting tool. As a part of their annual budget submission, federal agencies must use the EVM methodology for all major investments. If any cost, schedule, or performance variance is negative 10 percent or more, agencies must provide an analysis and explanation and take corrective action. This *Blueprint* will outline the necessary course of action.

Private corporations can use this *Blueprin*t as a project management tool for rigorous tracking and analysis of project costs and timelines. While there are many project-planning applications, the *Earned Value Management Blueprint* is easily consolidated and distributed to a wide audience. Additionally, the model quickly integrates with other Cognos planning applications, such as the annual budget.

IBM Cognos Performance Blueprints are pre-defined data, process, and policy software models developed in partnership with top-tier clients, industry experts, and leading academic institutions. Customers can download and implement these "quick start" data models at no extra cost.

Using the *Blueprint* with other Cognos performance management solutions offers you a simple, yet powerful way to set clear project goals and measure step-by-step progress logically and consistently.



#### **OVERVIEW**

For many agencies and companies, project measurement looks at actual versus planned costs. The Earned Value Management (EVM) approach measures the value of work completed at any given time compared to the value of work planned. EVM does this by looking at a combination of planned versus actual cost and planned versus actual performance at a given point in time. In this way, EVM provides a view into the true value of work performed.

There are three critical components used to measure performance:

- Activity: Also known as work breakdown structure (WBS), activity refers to a series of tasks that are hierarchical and contain interdependencies
- Schedule: Actual and plan
- Cost: Actual and plan, including detailed breakdowns for material, labor, and overhead and allocation
  of these resources

Key terms in the EVM process include

- Budgeted Cost of Work Performed (BCWP), which is another term for Earned Value
- Actual Cost of Work Performed (ACWP)
- Budgeted Cost of Work Scheduled (BCWS)
- Actual Cost of Work Scheduled (ACWS)
- Estimate at Completion (EAC)
- Budget at Completion (BAC)
- Estimate to Complete (ETC), which is the plan backlog
- Interim to date planned and actual costs (ITD)

#### **BLUEPRINT OBJECTIVES**

The *IBM Cognos Earned Value Management Performance Blueprint*, together with your IBM Cognos performance management software, provides a reliable, consistent modeling tool for analyzing current project costs and activity. You can use the *Blueprint* in its current form or as a repository for other project planning applications, such as Microsoft Project. The *Blueprint* provides a consolidated view of all projects within a responsible area, agency, or department.

EVM is a best business practice that puts a dollar value on project status to help companies measure the health of a project throughout its lifecycle. EVM is a required process for all federal agencies (including the Department of Defense and Intelligence Agencies) as part of the OMB A-11, Exhibit 300, Business Case for all Capital Asset Programs.

#### **KEY IBM COGNOS PLANNING BENEFITS**

IBM Cognos 8 Planning, one of several Cognos performance management solutions, offers organizations an array of best-practice planning capabilities:

- Flexible model development to support a wide variety of planning models
- Web-based or Excel-based deployment of models for data collection and consolidation
- Easy version control
- Real-time workflow to facilitate collaboration
- Real-time consolidation
- Real-time reporting
- Real-time browser-based calculations for immediate results
- Audit and user textual annotations at the cell, worksheet, and model level to enhance collaboration
- Drop-down validation lists to ensure data consistency
- Scalable architecture with proven deployments to thousands of users
- Linking functionality to bridge divergent, yet interrelated components of the planning environment
- Off-line capabilities
- Custom date capabilities with no limit on the time dimension to enable planning by the week, season, period, quarter, or year
- Unique multi-directional calculation engine enabling input across any dimension at detail or aggregate levels

# Model design overview

Figure 1 provides a high-level overview of the Earned Value Management process.

# **Earned Value Management Flowchart**

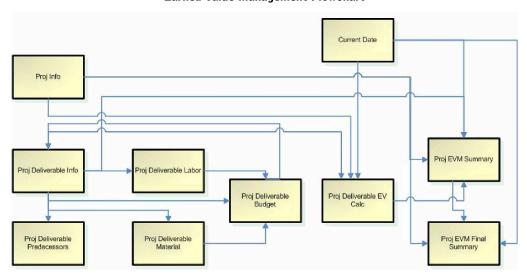


Figure 1

# Earned Value Management Dashboard

A typical planning process may begin with a project manager opening the EVM portal, which is shown in *Figure 2*. The dashboard contains a bar chart for Project 1, which shows Actual Cost of Work Performed (ACWP) versus Budgeted Cost of Work Performed (BCWP) for each month in the current year. It also highlights exceptions. The line graph on the right shows Budgeted Cost of Work Scheduled (BCWS). The metrics show Cost Performance and Schedule Performance indices. The example below shows a red-alert situation for Cost Performance Index (CPI) and Schedule Variance.



Figure 2

Figure 3 shows a further drill-down on this information.



Figure 3

If you are managing a large number of projects, you may want to see a summary view of all projects (*Figure 4*). This view also gives detailed information about each project.



Figure 4

#### **USING THE BLUEPRINT**

#### Representative workflow

The *IBM Cognos Earned Value Management Performance Blueprint* gives you the ability to track individual projects using IBM Cognos 8 Planning. The following describes a basic workflow in which a faculty-level contributor would:

- Define project scope, cost, and completion date
- Define each deliverable for the project
- Determine dates, overall cost, and timeline for each deliverable
- Review and determine interdependencies and predecessors for each deliverable
- Detail material and labor costs for each deliverable
- Review the budget
- Enter completion dates for deliverables
- · Review and correct against actual data

The *Blueprint* contains 10 input tabs and can accommodate users of other project management software. The data for these users should be captured and consolidated so that it is readily available.

An example organizational hierarchy, as shown in *Figure 5*, is organized by project for a specific agency. You can expand this hierarchy to include other projects, agencies, divisions, and departments.

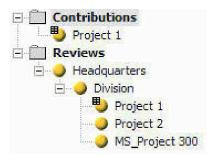


Figure 5

#### Workflow

When using the *IBM Cognos Earned Value Management Performance Blueprint*, users will have the same views and inputs, but each project manager will view only his or her projects. Users of other applications will see slightly different tabs. The division head can review all division projects individually or at a consolidated level and can reject proposed project costs and schedules. The example in *Figure 5* shows a user with Microsoft Project. The data provided will be available for total projects.

#### **Current Date**

The Current Date tab (*Figure 6*) enables the user to select the date used to view and analyze data at a given point in time.



Figure 6

# Project Info

Shown in *Figure 7*, the **Project Info** tab (Proj Info) enables you to enter basic information about the project. Note that the Project Start Date and Negotiated Period of Performance variables are used to derive many of the indicators of performance.

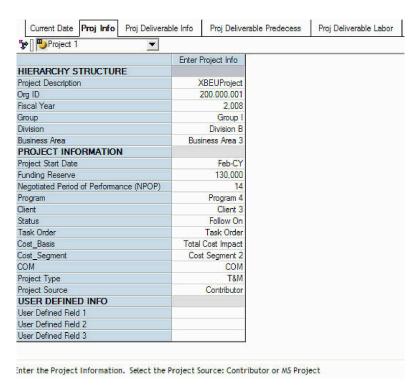


Figure 7

# Project Deliverable Info

Using the **Project Deliverable Info** tab (Proj Deliverable Info), shown in *Figure 8*, the project manager defines and enters each deliverable required to complete the project. Included in this input are the start date and approximate project duration, along with a high-level estimate of cost. The project manager also indicates whether the material and labor costs for each deliverable will be detailed. In some cases, it may not be necessary to define costs more specifically, so the overview cost can be used. If costs are to be detailed, the data will come from the **Project Deliverable Labor** and **Project Deliverable Material** tabs.



Figure 8

# Project Deliverable Predecessor

The **Project Deliverable Predecessor** tab (Proj Deliverable Predecess) indicates when certain deliverables cannot occur unless preceded by other steps. As shown in *Figure 9*, Delivery 02 must precede Delivery 03.

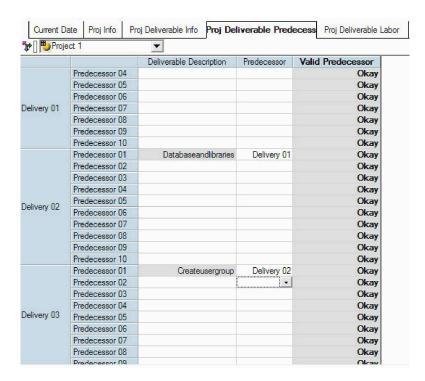


Figure 9

# Project Deliverable Labor

Shown in *Figure 10*, the **Project Deliverable Labor** tab (Proj Deliverable Labor) provides detailed labor information for each deliverable. The user enters data, including Labor Class, Employee, Group, Hours, Rate Type, and Rate Input. Labor Costs and Standard Rates are calculated based on the Rate Input and Rate Factor.

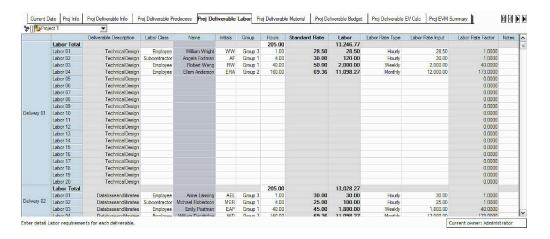


Figure 10

#### Project Deliverable Material

As with the preceding tab, the **Project Deliverable Material** tab (Proj Deliverable Material), shown in *Figure 11*, enables you to enter detailed material costs for each deliverable. Total Costs are calculated from quantity, unit measure, and price.

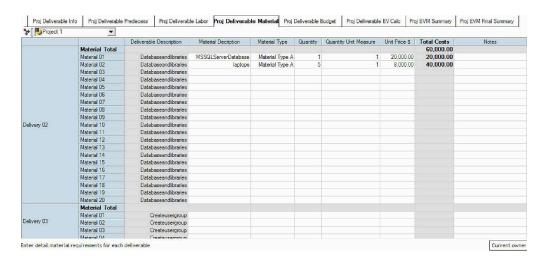


Figure 11

#### Project Deliverable Budget

Material and labor costs are linked into the **Project Deliverable Budget** tab (*Figure 12*). You can enter additional costs in this tab, such as general and administrative (G&A) and overhead costs. Overhead is calculated based on the Burden Rates input.

You must enter the Percent Complete. This input is critical for the calculation of EVM metrics and variances, and it provides the value of work completed to date.

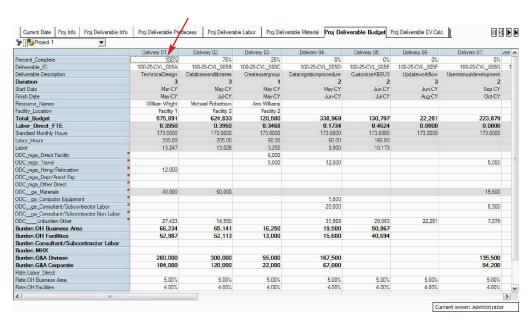


Figure 12

#### Project Deliverable EV Calculation

Shown in *Figure 13*, the **Project Deliverable EV Calculation** tab (Proj Deliverable EV Calc) enables you to enter the percent and cost of each deliverable for each month. The *% Complete Program/Project to Date* should not exceed 100 percent. Data in other fields is either derived from other tabs or calculated.

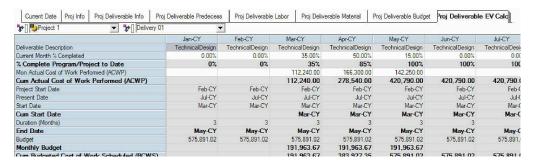


Figure 13

#### Project EVM Summary

Shown in *Figure 14*, the **Project EVM Summary** tab (Proj EVM Summary) contains all summary information on the project by month. Items noted with a red square include a description of the calculation or metric. Move the cursor under the Cost Performance Index (CPI) indicator, for example, to see a description of this calculation.

The CPI metric is extremely important as it determines the outcome of the variance.

- < 1 means that the cost of completing the work is higher than planned (favorable)
- = 1 means that the cost of completing the work is right on plan (favorable)
- > 1 means that the cost of completing the work is less than planned (favorable or unfavorable).

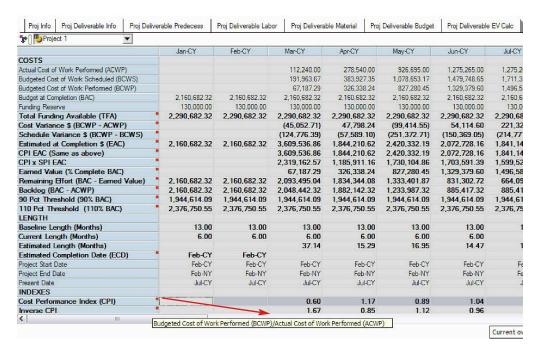


Figure 14

# Project EVM Final Summary

The Project EVM Final Summary tab (Proj EVM Final Summary), shown in *Figure 15*, links from the Project EVM Summary tab. The view is modified to show calculated variance only for the month originally selected in the Current Date tab.



Figure 15

#### **MICROSOFT PROJECT VIEW**

The following tabs show what a user will see if data is imported from Microsoft Project (MS Project). Little input is required beyond selection of the month to view.

# **Current Date**

Use the Current Date tab (Figure 16) to select which date to view for project status.

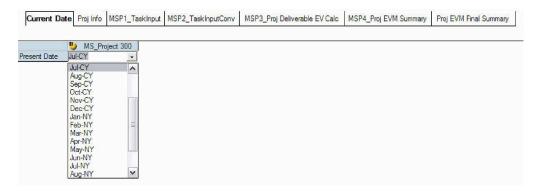


Figure 16

# Project Info

The **Project Info** tab (Proj Info), shown in *Figure 17*, provides basic information about the project as imported from MS Project. The tab contains three user input fields for entering additional data.

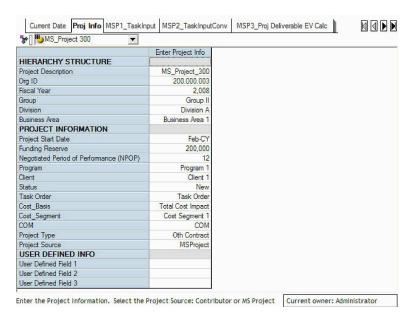


Figure 17

#### Microsoft Project 1 Task Input

Shown in *Figure 18*, the Microsoft Project 1 Task Input tab (MSP1\_Task Input) shows specific task detail for the project; the data is assumed to be imported.



Figure 18

#### Microsoft Project 2 Task Input Conversion

The Microsoft Project 2 Task Input Conversion the (MSP2\_Task InputConv), shown in *Figure 19*, contains data from the Microsoft Project Task Input and Microsoft Project 2 Task Input tabs. It converts fields from Microsoft Project to like-named Contributor fields. For example, the task\_name data field links to Deliverable Description, enabling the reviewer to see summary-level project data from all nodes.

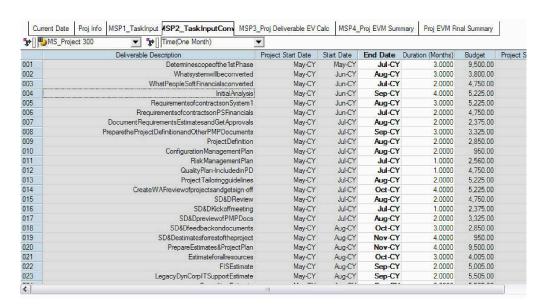


Figure 19

# Microsoft Project 3 Project Deliverable EV Calculation

Shown in *Figure 20*, the Microsoft Project 3 Project Deliverable EV Calculation tab (MSP3\_Proj Deliverable EV Calculation Tab (Figure 13).

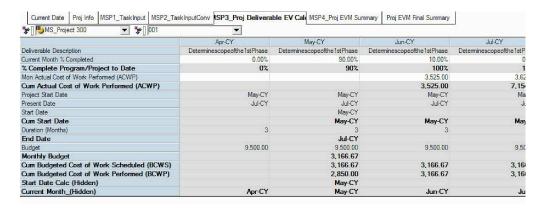


Figure 20

## Microsoft Project 4 Project EVM Summary

Shown in Figure 21, the Microsoft Project 4 Project EVM Summary tab (MSP4\_Proj EVM Summary) shows the same information as the Project EVM Summary tab: calculations and metrics for the project by month.

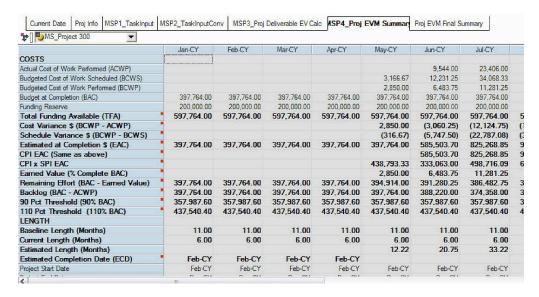


Figure 21

## Project EVM Final Summary

The **Project EVM Final Summary** tab (Proj EVM Final Summary), shown in *Figure 22*, lists the key EVM metrics for the month selected in the **Current Date** tab.

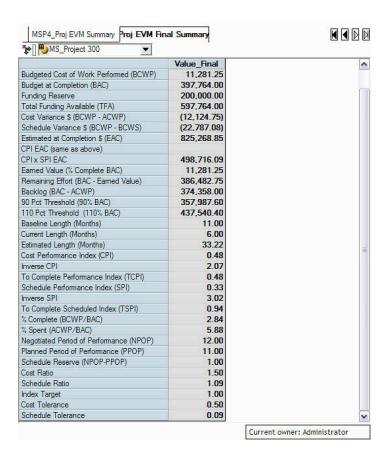


Figure 22

#### **CONCLUSION**

The IBM Cognos Earned Value Management Performance Blueprint is built to satisfy the requirements of the federal government project management methodology. Given the large capital investments overseen by the government, the Blueprint's purpose is to provide immediate visibility into any problems with the project, so that corrective action can be taken quickly. IBM Cognos performance management software and the IBM Cognos Earned Value Management Performance Blueprint provide consistent and verifiable tools for rigorous project planning and management process.

#### **ABOUT THE COGNOS INNOVATION CENTER**

The Cognos Innovation Center was established in North America and Europe to advance the understanding of proven planning and performance management techniques, technologies, and practices. The Innovation Center is dedicated to transforming routine performance management practices into "next practices" that help companies

- Cut costs
- streamline processes
- boost productivity
- enable rapid response to opportunity
- increase management visibility

Staffed globally by experts in planning, technology, and performance and strategy management, the Innovation Center partners with more than 600 Cognos customers, academicians, industry leaders, and others seeking to accelerate adoption, reduce risk, and maximize the impact of technology-enabled performance management practices.

# **ABOUT COGNOS, AN IBM COMPANY**

Cognos, an IBM company, is the world leader in business intelligence and performance management solutions. It provides world-class enterprise planning and BI software and services to help companies plan, understand and manage financial and operational performance. IBM acquired Cognos in January 2008. For more information, visit www.cognos.com.

