

## ***Costing Collective Agreement Proposals***

Effective negotiations start with systematic planning before the parties meet at the bargaining table. In collective bargaining, being aware of the costs associated with management and union proposals is critical to reaching a fair settlement. This guide is designed to provide a practical, step-by-step approach to costing collective bargaining proposals. The guide presents a systematic method for generating a generic costing template which can be tailored to specific collective bargaining situations. The Instructional Costing Guide has four main objectives:

- 1) Demonstrate the strategic importance of costing the impact of collective bargaining proposals on total compensation.
- 2) Identify the cost structures and key components which should be included in the costing model from the current collective agreement.
- 3) Present systematic methods for gathering data for each component of the costing model and highlighting the importance of assumptions to make predictions of the cost impact.
- 4) Provide step-by-step, spreadsheet-based tools for creating a base year model to assess the cost impact of multi-year bargaining proposals.

*(Contact us for a copy of this Guide.)*