



Budget Sample for Policy Review HR Policy Example

This is an example of how COCo can work within your organization to make an accompaniment fit your organizational budget. In this case, we have provided two ranges for budget- one below 20k and another one below 30k. What changes in these two models is the hours of accompaniment. Depending on your organizational needs and capacity, this can be modified to meet your request.

Task	Details	Hours including prep (COCO)	Cost
Phase 1: Strategic Assessment of Current Human Resources			
Assessment Meetings & Data Collection	<p>Conducting meetings and surveys with various stakeholders. The aim is to gather insights, feedback, and perspectives, allowing for a comprehensive understanding of strengths and challenges within “the organization”.</p> <p>This process will help identify areas of focus and improvement within the organization and guide the rest of the accompaniment.</p>	25	\$3,750
Data Analysis & Prioritization	Review of findings in collaboration with the steering committee, establishing organizational priorities.	20	\$3,000
SUBTOTAL		45	\$6,750

Phase 2: Policy Development and Revision			
Policy development and review sessions	Close accompaniment in the development of Human Resources policies and the revision of pre-existing ones, in collaboration with a steering committee and/or staff/management. *could be more hours depending on materials to develop and review	30-50	\$4,500-\$7500
Systems development and review sessions	Close accompaniment in the revision and development of key Human Resources practices, in collaboration with the steering committee.	30-50	\$4,500-\$7500
SUBTOTAL		60-100	\$9,000-\$15,000
Bank of hours			
Bank of Hours	Responding to emergent organizational needs. Meetings, coordination and administration, socialization of policies, etc.	10-30 hours	\$1,500-\$4500
TOTAL		115 - 175 hours	\$17,250 - \$26,250

If you're ready to get started visit: coco-net.org to fill out our [intake form](#).

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