GW Discovery Proportionality Model – New Framework Overview

STEP 1 — Custodian Assessment

- Design custodian assessment questions
- Conduct custodian assessments using **Custodian Assessment Tool**
- Assign custodian priority based on assessment
- Record custodian priority on **Heat Map Table**

STEP 2 — Data Source Burden

- Create data map of custodian data sources
- Assess burden for each data source type using either the **New Framework** suggested burdens or **Data Source Burden Tool**
- Assign burden for each data source type
- Record data source burden priority for each data source type on **Heat Map Table**

STEP 3 — Cost Estimation

- Calculate custodian and data source counts using **GW GB Estimator**
- Input custodian, data source, assumptions, and costs using either the **New Framework** suggested per GB cost or **GW Cost Calculator**
- Calculate project costs by data source
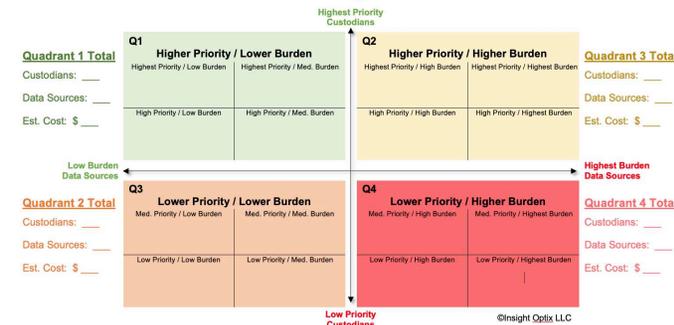- Record cost estimates on **Heat Map Table**

STEP 4 — Heat Map

Organize the custodian, data source, and cost information on the **Heat Map Table** by priority and burden
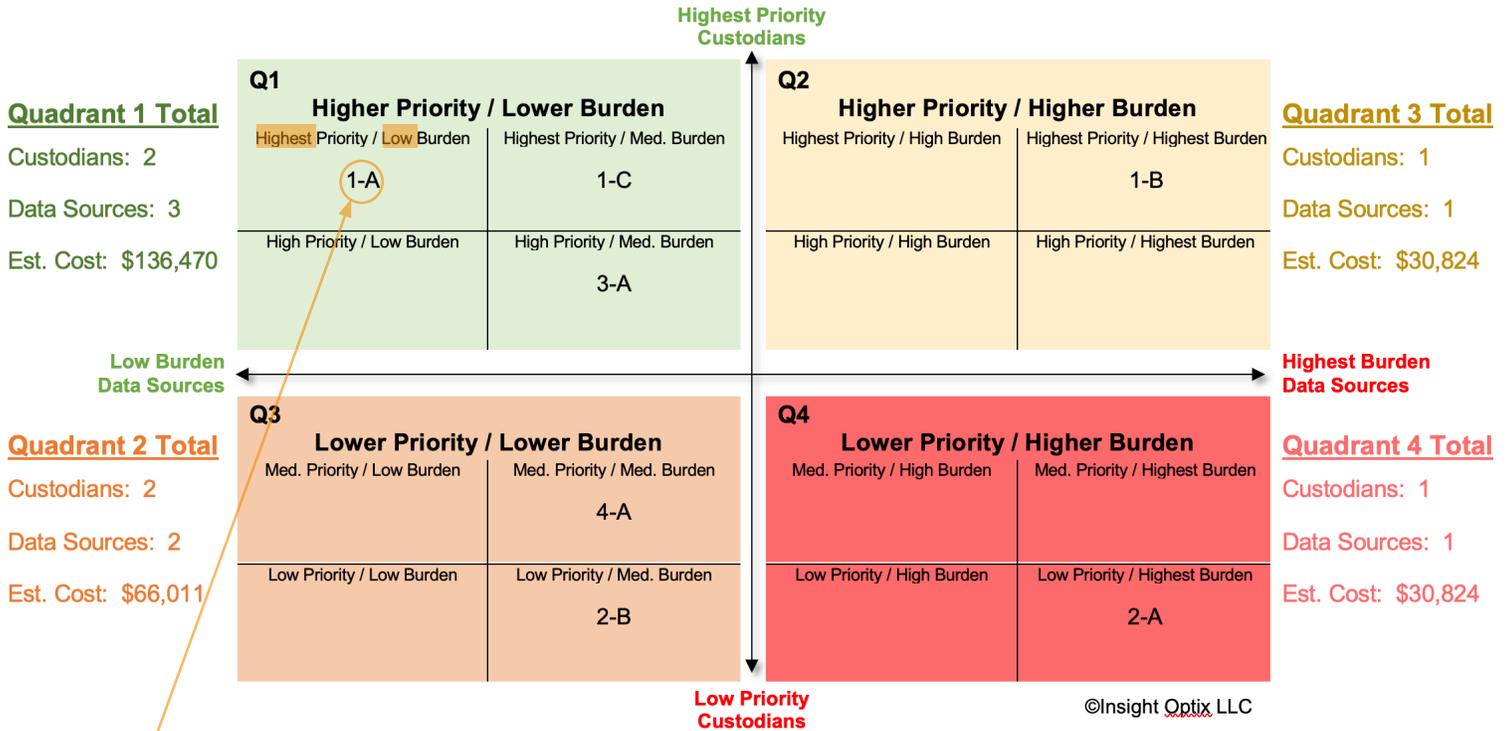
Heat Map Table

Mapping #	Last Name	First Name	Priority	Data Source	Burden Level	Est. GB	Est. Cost per GB*	Est. Total Cost*

Plot custodians and data sources into the appropriate quadrant on the **Heat Map** (below) using information from the **Heat Map Table** (above).

Highest Priority Custodians

Q1 — Higher Priority / Lower Burden
- Highest Priority / Low Burden
- Highest Priority / Med. Burden
- High Priority / Low Burden
- High Priority / Med. Burden

Q2 — Higher Priority / Higher Burden
- Highest Priority / High Burden
- Highest Priority / Highest Burden
- High Priority / High Burden
- High Priority / Highest Burden

Q3 — Lower Priority / Lower Burden *(Quadrant 2 Total region)*
- Med. Priority / Low Burden
- Med. Priority / Med. Burden
- Low Priority / Low Burden
- Low Priority / Med. Burden

Q4 — Lower Priority / Higher Burden
- Med. Priority / High Burden
- Med. Priority / Highest Burden
- Low Priority / High Burden
- Low Priority / Highest Burden

Low Burden Data Sources — Highest Burden Data Sources

Low Priority Custodians

Quadrant 1 Total
Custodians: ___
Data Sources: ___
Est. Cost: $ ___

Quadrant 3 Total
Custodians: ___
Data Sources: ___
Est. Cost: $ ___

Quadrant 2 Total
Custodians: ___
Data Sources: ___
Est. Cost: $ ___

Quadrant 4 Total
Custodians: ___
Data Sources: ___
Est. Cost: $ ___

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GW Discovery Proportionality Model Exemplar

Heat Map Exemplar

Highest Priority Custodians

Quadrant 1 Total

Custodians: 2

Data Sources: 3

Est. Cost: $136,470

Q1	
Higher Priority / Lower Burden	
Highest Priority / Low Burden **1-A**	Highest Priority / Med. Burden **1-C**
High Priority / Low Burden	High Priority / Med. Burden **3-A**

Q2	
Higher Priority / Higher Burden	
Highest Priority / High Burden	Highest Priority / Highest Burden **1-B**
High Priority / High Burden	High Priority / Highest Burden

Quadrant 3 Total

Custodians: 1

Data Sources: 1

Est. Cost: $30,824

Low Burden Data Sources ← → **Highest Burden Data Sources**

Quadrant 2 Total

Custodians: 2

Data Sources: 2

Est. Cost: $66,011

Q3	
Lower Priority / Lower Burden	
Med. Priority / Low Burden	Med. Priority / Med. Burden **4-A**
Low Priority / Low Burden	Low Priority / Med. Burden **2-B**

Q4	
Lower Priority / Higher Burden	
Med. Priority / High Burden	Med. Priority / Highest Burden
Low Priority / High Burden	Low Priority / Highest Burden **2-A**

Quadrant 4 Total

Custodians: 1

Data Sources: 1

Est. Cost: $30,824

Low Priority Custodians

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Heat Map Table Exemplar

Mapping #	Last Name	First Name	Priority	Data Source	Burden Level	Est. GB	Est. Cost per GB*	Est. Total Cost*
1-A	Rabiej	John	Highest	Email	Low	5	$ 6,698.70	$ 33,493.48
1-B	Rabiej	John	Highest	Mobile	Highest	8	$ 2,892.23	$ 23,137.85
1-C	Rabiej	John	Highest	Laptop	Medium	30	$ 1,598.79	$ 47,963.65
2-A	Smith	Joe	Low	Mobile	Highest	8	$ 2,892.23	$ 23,137.85
2-B	Smith	Joe	Low	Laptop	Medium	30	$ 1,598.79	$ 47,963.65
3-A	Craw	Jim	Medium	Laptop	Medium	30	$ 1,598.79	$ 47,963.65
4-A	Jones	Henry	High	File Share	Medium	4.5	$ 2,892.23	$ 10,515.22

*Plus or minus 10% – Based on suggested data source burden levels and per gigabyte data source costs projected under New Framework's *Cost Calculator* (see below) and *Burden Assessment Tool*

Standard Data Source Volumes and Unit Cost Table

	Hosted Email	File Share	Social Media / Website	Computer / Laptop	Mobile Device
Assumption - Typical GB per Custodian:	5	4.5	0.25	30	8
Estimated Cost per Custodian: *(Applying typical GB assumption)*	$ 33,493.48	$ 10,515.22	$ 8,474.68	$ 47,963.65	$ 23,137.85
Estimated Unit Cost per GB:	$ 6,698.70	$ 2,336.72	$ 33,898.72	$ 1,598.79	$ 2,892.23