Incremental Cost Instructions

1. **Phase 1 Values tab**

   - Review the *Measure Section* (column E) for the measure for which you need the incremental costs.
   - For that individual measure, refer to the *Superseded by Phase 2* column (column B).
     - i. If Column B indicates "Yes", skip the remaining steps in this section and move to the **Recommended Values tab** instructions (step 2 below).
     - ii. If Column B indicates "No", continue to the next step in this section.
   - Verify that the *Incremental or Full Cost* column (column N) says "incremental cost".
     - i. If it does, refer to the *IMC UOM* column (column O) to identify the units of the incremental cost.
   - Go to the *Inflation adjusted (2023)* column (column Q). This provides the incremental cost rate.
   - Multiply the incremental cost rate (column Q) by the number of that type of unit in column O to calculate the total incremental cost.
     - i. Incremental Cost = (Column Q) x # of (Column O)
   - **Do not move on to Step 2** below if you completed the steps above.

2. **Recommended Values tab**

   - Find the measure in the *Measure – from NJ Coordinated Measure List* column (column D).
   - Refer to the *Cost/Unit* column (column I). This defines the units that the incremental cost calculation should be based on.
   - Go to the *Total IMC* column (column AV). This provides the incremental cost rate.
   - Multiply the incremental cost rate (column AV) by the number of that type of unit in column I to calculate the total incremental cost.
     - i. Incremental Cost = (Column AV) x # of (Column I)