

## The 80/16/4 Delegation & Re-Allocation Process

\* Focus on Getting Things to Be Done "Good Enough" Rather Than "Perfect" (Or You'll Never Be Able to Delegate)

\*\* We Already Know That Nobody in the World Can DO It As Well As You.

\*\*\* The Hourly Should Be Either ( 1 - How much you would need to pay to delegate it or (2) How Much Income You Generate While Doing it)

AVERAGE HOURLY INCOME EARNED OR COST TO DELEGATE											
ELIMINATE	\$0	IGNORE	\$0	AUTOMATE	\$30	DELEGATE	\$20	MAINTAIN	\$50	SCALE UP	\$150

ELIMINATE		IGNORE		AUTOMATE		DELEGATE		MAINTAIN		SCALE UP	
Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$
1/2 Hr Serv Meeting	\$0	2 hrs/Wk Joint Work	\$0	Schedule Appts	\$10	Call for Appts	\$20	Manage Team	\$50	Sales Calls	\$100
1/2 Hr Sales Meeting	\$0			Auto Social Med Mgt	\$50					Webinars	\$200
										Private Coaching	\$150

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ELIMINATE		IGNORE		AUTOMATE		DELEGATE		MAINTAIN		SCALE UP	
Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$	Activity Name	Hourly \$
1											
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