

Leased Line vs Broadband Decision Template

Structured decision framework for choosing between leased line and broadband connectivity – 3-year TCO comparison, performance requirements, and risk assessment.

6DECISION
SECTIONS**TCO**3-YEAR COST
COMPARISON**Matrix**RISK &
PERFORMANCE**Free**PRINT & USE
NO STRINGS

How to Use This Template

Complete each section with your team. Fill in the fields, use the comparison tables to evaluate options, and document your decisions. Print this template or complete it digitally.

Need Help With Your IT?

Our team can help you implement the recommendations in this resource.

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1 Current Setup Documentation

Document your existing internet infrastructure to establish a baseline for comparison.

PRIMARY CONNECTION TYPE (FTTC / FTTP / LEASED LINE / OTHER)

CURRENT ISP & CIRCUIT REFERENCE

CONTRACTED DOWNLOAD / UPLOAD SPEED

ACTUAL MEASURED DOWNLOAD / UPLOAD SPEED

MONTHLY COST (INC. VAT)

CONTRACT END DATE & NOTICE PERIOD

CURRENT SLA (UPTIME / REPAIR TIME)

NUMBER OF USERS DEPENDENT ON CONNECTION

KNOWN ISSUES WITH CURRENT CONNECTION (DOWNTIME, SPEED DROPS, CONGESTION)

SECONDARY / BACKUP CONNECTION (IF ANY)

2 Requirements Assessment

Define what your business actually needs from its internet connectivity to make an informed decision.

NUMBER OF CONCURRENT USERS (CURRENT)

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NUMBER OF CONCURRENT USERS (PROJECTED 3 YEARS)

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MINIMUM ACCEPTABLE DOWNLOAD SPEED

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MINIMUM ACCEPTABLE UPLOAD SPEED

.....

LATENCY REQUIREMENT (MS) FOR KEY APPLICATIONS

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CRITICAL CLOUD SERVICES (MICROSOFT 365, VOIP, CRM, ERP, ETC.)

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BANDWIDTH-INTENSIVE ACTIVITIES (VIDEO CONFERENCING, LARGE FILE TRANSFERS, CLOUD BACKUP)

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MAXIMUM ACCEPTABLE DOWNTIME PER MONTH

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REQUIRED FAULT REPAIR TIME (HOURS)

.....

SYMMETRICAL UPLOAD REQUIRED? (YES / NO)

.....

3 3-Year Total Cost of Ownership Comparison

Compare the true cost over 3 years, including hidden costs that headline prices do not reveal.

COST ELEMENT	BROADBAND (FTTP)	LEASED LINE
Monthly circuit cost		
Installation / setup fee		
Router / CPE equipment cost		
Static IP address charges		
Enhanced SLA upgrade (if available)		
Annual price increases (estimated 3 yrs)		
Estimated downtime cost (based on SLA)		
Secondary connection cost (if needed)		
TOTAL Year 1		
TOTAL Year 2		
TOTAL Year 3		
3-YEAR TOTAL COST OF OWNERSHIP		

4 Performance Requirements Matrix

Score each connection option against your specific performance requirements.

REQUIREMENT	WEIGHT	BROADBAND SCORE (/10)	LEASED LINE SCORE (/10)
Guaranteed bandwidth (symmetrical)	High		
Low latency for VoIP / video	High		
Uptime SLA (99.9%+)	High		
Fast fault repair (sub-5 hours)	Medium		
Scalability (increase speed easily)	Medium		
Uncontended (no shared bandwidth)	Medium		
Proactive monitoring by ISP	Low		
IPv6 support	Low		
WEIGHTED TOTAL			

5 Risk Assessment

Evaluate the risks associated with each option and their potential business impact.

RISK 1: CONNECTION DOWNTIME — IMPACT ON REVENUE / OPERATIONS

RISK 2: INSUFFICIENT BANDWIDTH — IMPACT ON PRODUCTIVITY / CLOUD SERVICES

RISK 3: PROVIDER FAILURE — MITIGATION STRATEGY

RISK 4: GROWTH EXCEEDING CAPACITY — UPGRADE PATH AVAILABLE?

RISK 5: CONTRACT LOCK-IN — FLEXIBILITY TO CHANGE?

6 Decision Framework & Recommendation

Bring together all the analysis to make and document your decision.

RECOMMENDED CONNECTION TYPE

RECOMMENDED ISP

RECOMMENDED CONTRACT TERM

ESTIMATED MONTHLY COST

ESTIMATED 3-YEAR TCO

JUSTIFICATION FOR RECOMMENDATION

RISKS ACCEPTED WITH THIS DECISION

DECISION MADE BY

DATE OF DECISION

TARGET INSTALLATION DATE
