



PROJECT VICTORIES™

YOUR PATH TO BUSINESS SUCCESS

10-Point Project Victories Checklist

Leaders are judged harshly when they don't deliver.

In modern corporations leadership is no longer simply about setting strategy and winning hearts and minds. Success goes to those who can make change happen.

Remember the days when people considered change a bad thing? Today the general public, and therefore organizations, expect leaders to be effective change agents and are highly critical of managers who are unable to deliver the goods.

What is the track record for successful project delivery within your organization?

Checklist

1. STRATEGIC ALIGNMENT

Is it clear where the project contributes to your corporate strategy (do you need to review this) and is the priority well understood and communicated?

2. BUSINESS CASE

Is the project justified via a solid business case? Is it still current, are business requirements still appropriate, are agreed critical success factors clear, and is there significant user involvement?

3. ACCOUNTABILITY

Has clear ownership for the project outcome been established? Is there an experienced project manager accountable for execution? Is an active senior sponsor ensuring that organizational challenges are dealt with? Is there a clear structure ensuring all parties understand their accountability?

4. ACTIVE GOVERNANCE

Is active governance in place that not only establishes corporate controls but also harnesses management support, steers the project, removes obstacles, and remediates project or benefit-realization shortfalls? Are support structures in place for defining problems and solution options for clear and swift decision making?

5. PLANNING

Has a useful plan been agreed with the necessary stakeholders? Is it broken down into manageable pieces allowing the organization to commit to one stage at a time? Is it realistic in relation to current



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organizational constraints (people/time/budget/feasibility)? Does it align with the business case and current requirements? Have key risks been identified that may impact the success of the project?

6. CONTROL

Is the project being executed in manageable stages with periodic reviews and progress updates? Is there a simple and effective method for escalating problems? Are effective change, issues, and risk management strategies in place to safeguard your investment? Have the key risks that may impact the success of the project been mitigated? Are you looking to reduce complexity at every opportunity?

7. IMPACT & BENEFITS

Are plans in place for how the organization will accommodate transition changes that the project will introduce and how benefits will be embedded and measured? Is any significant organizational resistance being managed with the executive team?

8. RESOURCING

Are the right people working on the project or just the available people? Have adequate resources been allocated and does the organization understand the importance of their prioritization and commitments? Is internal and external resource performance monitored proactively?

9. COMMUNICATION

Are key stakeholders kept informed? Do you trust the information being reported and is it effective? Does communication identify risks, clearly defined problems, and resolutions agreed rather than share information? Does communication promote realistic expectations? Is adequate notice provided? Are communication events planned or do they occur in reaction to complaints?

10. EXECUTIVE VIEW

Is there a high level map of all major initiatives, how they benefit the organization and impact each other? Are major initiatives reviewed when the strategy changes? Are the organization's project and program skills evolving into a mature core capability?

Well, there you go. Quick and easy; is your project on track? If you need a more in-depth look at your project, we have developed one of the only project auditing courses in the world and can offer auditing services. Simply email us at contact@projectvictories.com and we will be happy to help. Also, take advantage of all the free information and resources on our blog at www.projectvictories.com because we post at least twice as much information than almost any other project management blog on the net.

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