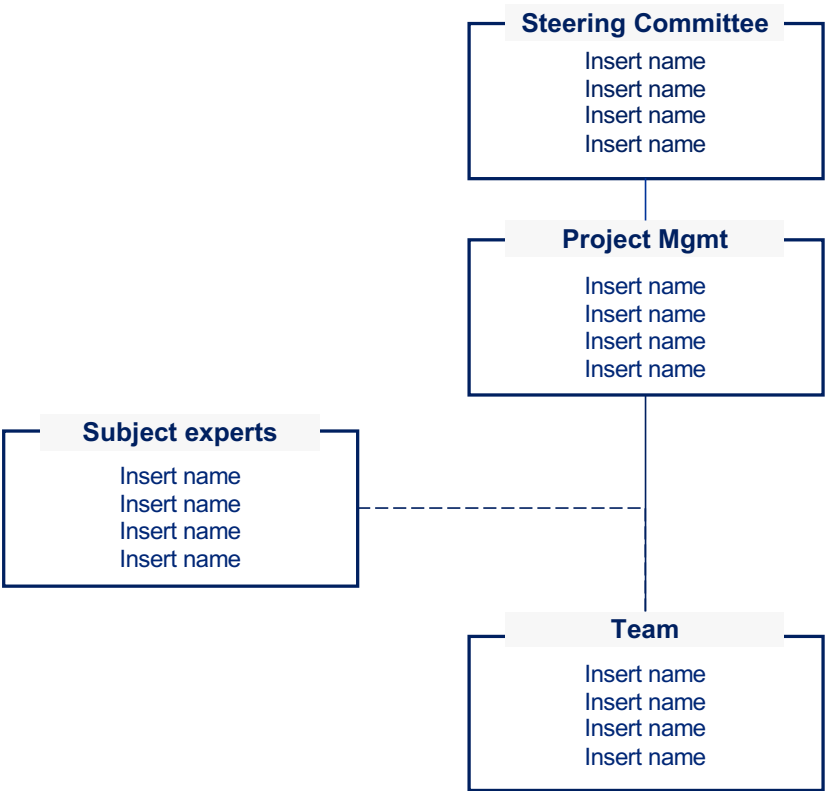


Tools for Large Businesses

Level 3 Question 14: Are projects rigorously compared for importance and priorities firmly and logically established?

Title	Project Prioritization and governance
Why	As your organization grows, so does the amount and size of your projects and initiatives. You will need to prioritize your projects to assure that you do not start more projects than you have resources for and that the projects are delivering the expected results.
What	Project prioritization and governance of projects includes two main areas: <ol style="list-style-type: none">1. Project Prioritization model2. Program Management model
How	<p>1 Project prioritization model</p> <ol style="list-style-type: none">1. List all your strategic and tactical projects2. Prioritize using the prioritization model below.3. Evaluate effort versus impact.4. You can also calculate both cost on initiative and expected benefit in your currency5. Evaluate the resources available in the organization6. Only start as many projects as you can finish with the resources available. It's better to solve a few projects well, than to stall on a multitude of initiatives.7. <p>2 Program Management model</p> <p>Step 1 Create a Program Management Charter</p> <p>Indicate the preview, goal and budget for the program.</p> <p>Step 2 Develop a Governance Plan</p> <p>Develop a plan for executing the program and determine which individuals will be in charge of each project.</p> <p>Step 3 Generate a Program Communication Plan</p> <p>Decide how the program will be advertised to those inside and outside of the organization. The plan can include social media, news outlets, organization newsletters, etc. Consider also how frequently program-related information will be shared.</p> <p>Step 4 Complete a Program Stakeholder Analysis</p> <p>Identify the individuals (internal and external) who have a vested interest in the program. Determine how regularly to update them on the progress of the program.</p>
Template	See next pages

Project Governance model



Responsibilities

- Insert key responsibilities
 - Insert key responsibilities
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Program Management Template 1

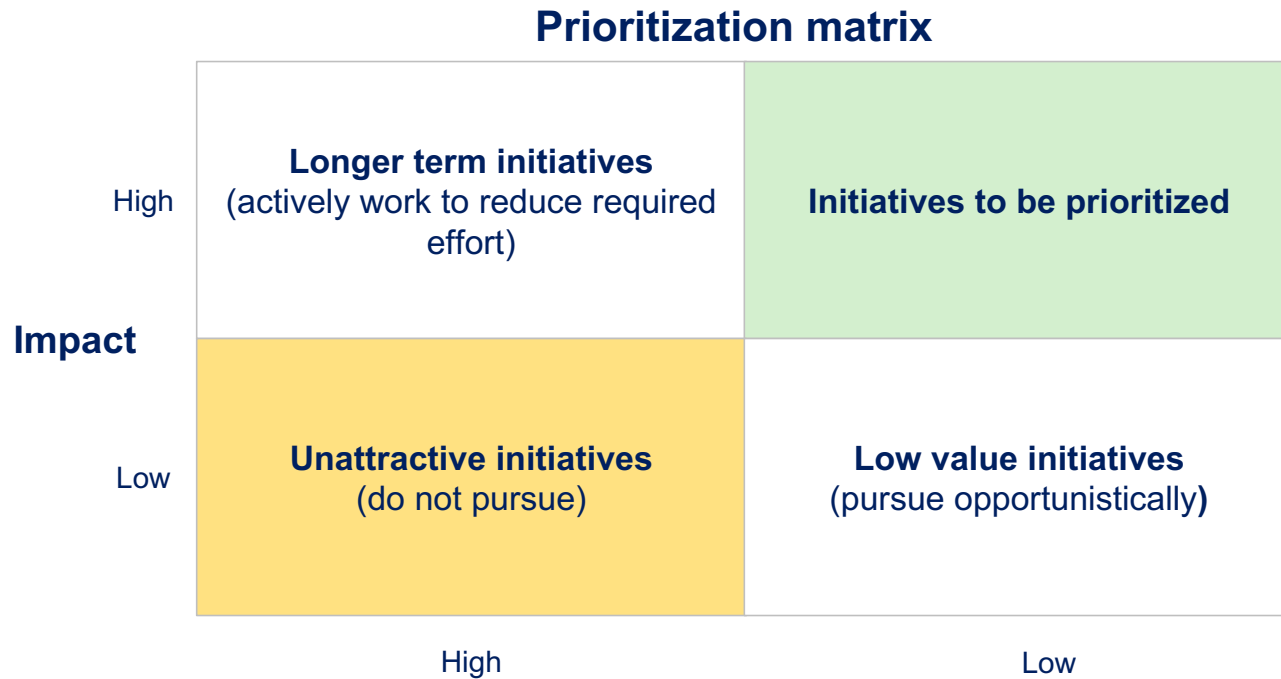
[illegible]

Program Management Template 2

[illegible]

Prioritization Matrix 1 of 2

The focus should be on the initiatives that have the greatest impact and require low effort



Prioritization Matrix 2 of 2

Initiative name	Impact	Effort
Insert the name of the potential initiative	Very high	Very high
Insert the name of the potential initiative	High	High
Insert the name of the potential initiative	Low	Low
Insert the name of the potential initiative	Very low	Very low
Insert the name of the potential initiative		
Insert the name of the potential initiative		
Insert the name of the potential initiative		
Insert the name of the potential initiative		