

MHSA Project Proposal Workshop

Project Management Methodology Overview

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What is Project Management Methodology

- Process for Implementing Projects
- Includes Procedures and Templates
- Based on Industry Best Practices
- Repeatable
- Scalable



Why use a Project Management Methodology

- Plan and Organize Project Activities
- Manage Changes, Issues and Risks
- Schedule and Track Resources
- Manage Expectations
- Effective Communication Tool
- Share Lessons Learned for Future Projects



Project Management Methodology Phases

- Initiation Phase
 - Describe Project Scope and Objectives
 - Define Roles and Responsibilities
 - Define Project Approach
 - Define Project Concept
- Planning Phase
 - Define Project Plan
 - Develop Project Schedule



Project Management Methodology Phases

- Execution/Control Phase
 - Execute Project Plan and Deliver Solution
 - Monitor Project Activities
 - Manage Changes, Issues and Risks
 - Communicate Project Status
- Closeout Phase
 - Submit Final Invoice and Status Report
 - Submit Post Implementation Evaluation Report (PIER)
 - Archive Project Information



Project Management Methodology Templates

- Initiation
 - Project Proposal Required
 - Project Charter Recommended
- Planning
 - Project Plan Recommended
 - Project Schedule Required



Project Management Methodology Templates

- Execution/Control
 - Project Status Report Required
 - Change Notice Required
 - Change Notice Log Optional
 - Issue Document/Log Recommended
- Closeout
 - Final Status Report Required
 - Final Invoice Required
 - PIER Report Required



Questions

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