# Project Change Triangle: Project Health

Rate each of the following: 1 = inadequate, 2 = adequate, 3 = exceptional

## Leadership/Sponsorship Factor Assessment

1. The change has an executive sponsor
2. The sponsor has the necessary authority over the people, processes and systems to authorize and fund the change
3. The sponsor is willing and able to build a sponsorship coalition for the change, and is able to manage resistance from other managers and supervisors
4. The sponsor will actively and visibly participate with the project team through the entire project
5. The sponsor will resolve issues and make decisions relating to the project schedule, scope and resources
6. The sponsor can build awareness of the need for the change (why the change is happening) directly with employees
7. The organization has a clearly defined vision and strategy
8. The change is aligned with the organization’s vision and strategy
9. Priorities have been set and communicated regarding their change and other competing initiatives
10. The sponsor will visibly reinforce the change and celebrate successes with the team and organization

**Score: (total possible is 30)**

## Project Management Factor Assessment

1. The change is clearly defined, including what it looks like and who is impacted
2. The project has a clearly defined scope
3. The project has specific objectives that define success
4. Project milestones have been identified and a project schedule has been created
5. A project manager has been assigned to manage the project resources and tasks
6. A work breakdown structure has been completed and deliverables have been identified
7. Project team resources have been identified and acquired based on the work breakdown structure
8. Periodic meetings are scheduled with the project team to track progress and resolve issues
9. The executive sponsor is readily available to work on issues that impact dates, scope or resources
10. The project plan has been integrated with the change management plan

**Score: (total possible is 30)**

## Change Management Factor Assessment

1. A structured change management approach is being applied to the project
2. An assessment of the change and its impact on the organization has been completed
3. An assessment of the organization’s readiness for change has been completed
4. Anticipated areas of resistance have been identified and special tactics have been developed
5. A change management strategy including the necessary sponsorship model and change management team model has been created
6. Change management team members have been identified and trained
7. An assessment of the strength of the sponsorship coalition has been conducted
8. Change management plans including communications, sponsorship, coaching, training and resistance management plans have been created
9. Feedback processes have been established to gather information from employees to determine how effectively the change is being adopted
10. Resistance to change is managed effectively and change successes are celebrated, both in private and in public

**Score: (total possible is 30)**

**Score Interpretation:**

Scores of 19 or lower in any section mean your project has potential threats and could be in jeopardy.

Scores of 20-24 mean your project has some risk areas that need to be addressed.

Scores of 25-30 mean your project is well positioned for success.