The Project Management Checklist and Resource Implementation Team consists of Taylor Thompson, Jessie Dimick, Alex Chevallard, Andrew Germain, Brad Newhouse, Paul Stemkoski, Donna Sutliff, Tammy Johnson, Ram Venkat, Dustin Sutherland, David Vanderpoorten, Laurie Coffin and Patrick Conrad. This team showed a high level of effectiveness and collaboration in implementing a transformational new Knowledge Management System that puts standardized checklists and resources at the fingertips of Project managers.

An overarching goal of the team was to replace the Project Managers Desk Guide with a comprehensive set of tools and resources to ensure consistent and proactive project management throughout the University. Instead of a book on a desk, they determined that a set of interactive checklists and resources would be most useful for project managers. They developed a consistent format and structure with quick links to key documents and resources to encourage use. The web-based system they created includes over 63 different checklists, and more than 50 resources digitally curated in the form of templates, guidance documents, and forms tied to the tasks associated within the life cycle of a project and the essential functions and responsibilities of a Project Manager.

The overall effort was an extremely complicated lift that bridges many functions and groups internal and external to FCS. For this effort to be successful, team members needed to be focused and engaged and committed to constant incremental improvements to the system in order to solve process questions in real time and capture institutional knowledge.

As a team, they leveraged each other’s skillsets, tirelessly focused on the details and did an excellent job developing training and communications for internal and external users. Congratulations team!

The PM checklist and resource implementation team was nominated by Brenda Frank and Wayne Davenport. The award was presented by Keith Barton.