

Roadmap to a Project Management Office (PMO)

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Project Summary

As State agencies continue to manage diverse projects along with different people, resources, technology, and various communication methods, the risk of failure is often far too high. As part of an effective solution, creating a centralized management structure for large groups of projects, namely the Project Management Office (PMO) seems ideal. The PMO provides state agencies with an infrastructure of people, procedures, and tools to achieve effective project management by leveraging project management standards, allocating resources, establishing consistent performance measures, and reducing duplication of efforts.

Project Goal

Establish a guideline for creating a project management office within any agency in the State of Ohio. The guide will cover areas such as:

- Gain Executive Leadership and Management support of the agency
- Establish a Governance Body (The decision-makers)
- Determine the structure and composition of the team (including the position within the Table of Organization)
- Develop PMO templates and tools to be used
- Identify and train PMO staff
- Establish a Pilot PMO
- Incorporate Continuous Quality Improvement Processes
- Establish Regular Progress Reporting

Project Outcome

The objective of this project is to provide a road map template to any state agency considering the implementation of a project management office (PMO). This guide will serve as a road map to creating a PMO. A model for state agencies to follow when establishing a PMO or PMO pilot which includes but is not limited to the following:

- Cost to initiate a PMO
- PMO Governance
- Funding the projects
- Senior management buy-in
- Phases (small pilots)
- Project Management Maturity

Project Benefits

There are many benefits to establishing an effective PMO. The PMO provides a framework for consistently managing projects through a standard methodology, as well as ensuring the projects are aligned with established agency goals and strategies. The PMO establishes clear lines of responsibility, facilitates the coordination of people, processes, and tools with one another, in order to avoid both gaps and overlaps between projects as well as reducing or eliminating duplication of efforts. This standardization will result in better communication within the agencies, reduced project costs, improved resource management, more accountability, improved quality, and better forecasting. In summation, the establishment of a PMO will allow State agencies to significantly improve the success of various projects via the efficient use of their people and available resources.

Project Team

For more information about this project, contact team members

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