State of Michigan Enterprise Project Performance Criteria

Criteria	Green	*Yellow	*Red	**Notes
Schedule Variance	All <u>key</u> milestones are on schedule.	One or more of the key milestones are projected to be missed, **or** one or more of the key milestones have been missed however the project delivery date will not be impacted.	One or more of the key milestones have been missed, <u>**and**</u> it is projected that the project delivery date will be missed.	Milestones are used to mark specific points along a project timeline. **Key milestones** are used to designate progress points that **must be** met by the scheduled timeline to **achieve project success**. Missing a Key milestone date _**will**_/**may** <u>impact</u> project duration **_and_**/or the project delivery/ implementation date.
Cost Variance	The variance between the approved project budget and the forecasted actual cost is <= 10%.	The variance between the approved project budget and the forecasted actual cost is > 10% and <= 20%.	The variance between the approved project budget and the forecasted actual cost is > 20%.	The project budget includes the allocated contingency for the project.
Issues	Issues are effectively being addressed, with limited risk to the project.	One or more ***executive issues remain unresolved for more than <u>one week</u> after the target resolution date and the issue <u>does not result in</u> a high level of impact to the project delivery date or success of the project.	One or more ***executive issues remain unresolved for more than <u>two weeks</u> after the target date or the issue <u>results in</u> a high level of impact to the project delivery date or success of the project.	A project may need to be coded as yellow/red based on a significant project issue, even when the schedule and/or cost are not impacted. Examples include resource availability, scope issues, and concerns with realizing the anticipated benefits.

***Note:** A Corrective Action Plan (CAP) must be completed for items causing the project to be yellow or red.

Note: Key milestones are identified as those milestones with the font displayed in <u>all CAPS</u>. <u>If a **key** milestone is yellow/red then the project performance status may result in your project also being coded as yellow/red.</u>

***Note: An **Executive** issue is identified as an project issue that requires visibility to or action by, leadership at an executive level

Revised: 6/2/2017