***Instructions:*** *Use to assess the current state of your organization and/or PMO, towards determining whether a PMO is needed/needs improving or a change initiative.*

1. Are there any elements in your organization that can be considered to be functioning as a PMO? Identify these elements and their functions.
2. What might be missing that prevents you from calling it an effective PMO?
3. Is there strong, clear, and active support for a PMO?
4. Is there a high-level PMO champion in the organization? If not, what can be done about it? Is there anything YOU can do about it?
5. Who should be engaged?
6. Reasons for establishing/improving the PMO:
7. Options for establishing/improving:
8. Desired outcomes:
9. Expected benefits: