GEORGE MASON UNIVERSITY
UNIVERSITY PROJECT CRITERIA CHECKLIST

Project Under Consideration: ________________________________

Answer each of the following questions. If the question is not applicable, mark it as “n/a.”

1. Significant Cost
2. Risk of Failure
3. Large Scope
4. Non-routine/Unplanned
5. Length of time to Implement
6. Time Sensitivity
7. Impact on University
8. Programmatic Impact
9. Unbudgeted
10. Information Technology Security Risks
11. Significant Technology Needs
12. Significant Environmental Requirements & Impacts
13. Significant HR Requirements
14. Significant Facility Needs
15. Significant Space/Renovations
16. Significant External Impact

YES  NO  N/A

Evaluation: The questions above are intended to establish the criteria of leading indicators of this project. Generally, but not always, a greater number of yes responses increases the likelihood that the project meets the definition of “University Project.”

CERTIFICATION: Based on the above, it is my determination that the desired project should □ or should not □ (mark one) become a University Project.

Project Manager I   Date    Phone Number

Printed Name    Title    Department

Supervisor of Project Manager I   Date    Phone Number

Printed Name    Title    Department