

## Project Benefit Matrix

Below is a Tool for Assessing Relative Benefit among several projects or initiatives. Once complete use the ranking to better prioritize the slate of initiatives or projects. To use this tool:

1. Build a 4 quadrant matrix (on whiteboard or as a table in Word) – Do not display quadrant labels until the scoring exercise is complete.
2. Decide on the axis labels and the rating scale to use (Effort/ Impact, or other options). A wide scale, 1 to 10 for example, works well.
3. Conduct the rating for each initiative by
  - a. Gathering stakeholders for consensus scoring OR
  - b. Surveying stakeholders and asking them to rate each initiative on both scales.
4. Label with the initiative name or number using both scores as coordinates on the graph. Then add quadrant labels.

