

Projects often fail due to many circumstances. Understanding potential barriers and complications to implementation before launch can mitigate and hopefully prevent failure.

## UNIT INPUT WORKSHEET

In our environment, there are existing threats or factors that can sabotage a program or project.

Brainstorm all the reasons the project and/or CUSP team failed.

Prioritize the reasons to level of concern. For each of the 3-4 top-priority concerns, brainstorm interventions that could be carried out during CUSP implementation to mitigate the concern. It is very important that everyone on the team has a voice in prioritizing.

REASONS FOR FAILURE "WHAT COULD HAVE CAUSED THIS?"	LEVEL OF CONCERN 1 = LOWEST CONCERN 5 = HIGHEST CONCERN	ACTION STEPS TO PREVENT FAILURE "WHAT CAN I DO DIFFERENTLY?"

## CUSP PREMORTEM RESULTS

Compile the list of specific interventions here (not all the brainstormed interventions; just the ones the group selected) next to each top concern and who will be responsible.

*Date of Premortem:*

*Unit:*

*Facilitator/Coordinator/Project Lead:*

*Participants in Premortem:*

TOP CONCERNS	INTERVENTION(S)	PERSON RESPONSIBLE
1.		
2.		
3.		
4.		

## **WHAT IS A PREMORTEM?**

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Prior to the project launch, the team imagines the project has failed and brainstorms all the reasons that could lead to this failure. They then develop plans to mitigate these reasons for failure.

*G. Klein, 2007*

## **WHO SHOULD USE THIS TOOL?**

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While the CUSP Coordinator often leads the premortem exercise prior to CUSP team kick-off, anyone may use this tool to facilitate a pre-project assessment.

All stakeholders in the program/project should be invited to participate in the premortem discussion.

## **WHEN SHOULD THIS TOOL BE USED?**

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Prior to implementing CUSP or any project.