

PROJECT MANAGEMENT GUIDELINE

APPENDIX C – COMMONWEALTH PROJECT MANAGEMENT REFERENCES

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Project Management Organizations

International Project Management Association

International Project Management Association is the recognized international nonprofit network organization for qualified project management. International Project Management Association's vision is to be the prime promoter of project management as a powerful tool for managing change.

International Project Management Association started in 1965 as a discussion group of managers of international projects. The first international congress was held in 1967 in Vienna with participants from 30 different countries. Since that time International Project Management Association has developed steadily and is now the prime international promoter of project management in Europe, Asia, and Arab countries. A most significant characteristic of International Project Management Association is the parallel development of 18 associated national societies that serve the specific development needs of each country in its own language. International Project Management Association has thus emerged as the representative body of an international network of national project management societies.

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Project Management Institute (PMI)

The Project Management Institute is a nonprofit standards organization located in, and serving primarily, the United States. Project Management Institute publishes the project management standards internationally known as the Project Management Body of Knowledge (PMBOK).

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Association of Project Managers (APM) (UK)

The Association of Project Managers exists to help its members and to advance and promote the profession of project management, its skills, and its practice. It is the only UK-based organization dedicated to advancing the science of project management and the professional development of project managers and project management specialists. The association is committed to an energetic program of activities to help project managers and others involved in project management develop their professional careers. It is affiliated with the International Project Management Association based in Zurich, Switzerland.

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Federal and State Government Organizations

Software Engineering Institute

The Software Engineering Institute (SEI) is a federally funded research and development center sponsored by the U.S. Department of Defense through the Office of the Under Secretary of Defense for Acquisition, Technology, and Logistics [OUSD (AT&L)].

The SEI mission is to provide the technical leadership to advance the practice of software engineering so the Department of Defense can acquire and sustain its software-intensive systems with predictable and improved cost, schedule, and quality.

The SEI mission includes four objectives:

1. Accelerate the introduction and widespread use of high-payoff software engineering practices and technology by identifying, evaluating, and maturing promising or underused technology and practices.
2. Maintain a long-term competency in software engineering and technology transition.
3. Enable industry and government organizations to make measured improvements in their software engineering practices by working with them directly.
4. Foster the adoption and sustained use of standards of excellence for software engineering practice.

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General Accounting Office

The General Accounting Office is the audit, evaluation, and investigative arm of Congress. GAO exists to support the Congress in meeting its Constitutional responsibilities and to help improve the performance and ensure the accountability of the federal government for the American people. GAO examines the use of public funds, evaluates federal programs and activities, and provides analyses, options, recommendations, and other assistance to help the Congress make effective oversight, policy, and funding decisions. In this context, GAO works to continuously improve the economy, efficiency, and effectiveness of the federal government through financial audits, program reviews and evaluations, analyses, legal opinions, investigations, and other services.

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National Aeronautics and Space Administration

The National Aeronautics and Space Act of 1958 ("Space Act") established NASA and laid the foundation for its mission. It directs NASA to conduct space activities devoted to peaceful purposes for the benefit of all humankind. Additionally NASA is to preserve the leadership of the United States in aeronautics and space science and technology, and expand knowledge of the Earth and space. NASA is to conduct human activities in space and encourage the fullest commercial use of space. NASA is composed of a diverse group of men and women at NASA Headquarters and the Agency's 10 field installations around the country. NASA, however, does not accomplish its mission alone, but in partnership with large and small contractors, members of the academic community, other Federal, State, and local agencies, and other space agencies from nations around the globe. Together, these entities form a comprehensive, highly skilled team that is dedicated to providing high-quality, technologically superior products and services to its customers. NASA's highly skilled workforce, including scientists, engineers, technicians, and administrative and support professionals, and its world-class facilities represent the backbone of the Nation's civil research and development capabilities in aeronautics and space.

Name/Title

Office (Division, Branch, Section, Unit)

Mail Code

NASA Headquarters

Washington DC 20546-0001

<http://www.nasa.gov/about/overview/index.html>

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Michigan Department of Information Technology, Office of Project Management

The Office of Project Management (OPM) was established to assist the State of Michigan government agencies to manage and monitor their Information Technology Projects. OPM's objective is to ensure repeatable and predictable success of these projects. A successful project will minimally satisfy the following three categories:

1. Projects will be completed within the timeframe allocated
2. Projects will be completed within the budget allocated
3. Projects will be completed with the anticipated quality

Office of Project Management is working to institutionalize formal project management practices into all areas of state government. These efforts include:

- Promote the use of the state's Project Management Methodology
- Broaden Project Management Training Opportunities
- Implement enterprise Project Management Tools
- Build a Project Management Center of Excellence
- Develop Project Management Career Paths
- Development of Project-Based Quality Management

Implementation of these initiatives will produce a project management infrastructure that will allow agencies to effectively manage and monitor their projects. The Office of Project Management is reviewing industry best practices and is working closely with major organizations in this industry. The Project Management Institute (PMI), the world's leading project management professional association is one example. PMI's Project Management Body of Knowledge (PMBOK) is an encyclopedia of proven, traditional as well as innovative and advanced practices of project management.

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Minnesota Office of Technology, Enterprise Project Management Office

The Enterprise Project Management Office (PMO) was established to assist Minnesota state agencies to manage and monitor their Information Technology (IT) Projects. It is constantly reviewing industries best practices and is working closely with major organizations in this industry, both in the private and public sector. The Project Management Institute (PMI®), the world's leading project management professional association, is one key example. PMI's A Guide to the Project Management Body of Knowledge (PMBOK®) is an encyclopedia of

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practices of project management has been the basis for the development of the State of Minnesota's Project Management Office methodology

Project Management Office

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<http://www.state.mn.us/cgi-bin/portal/mn/jsp/content.do?subchannel=-536879888&id=-8484&agency=OT>

New York State Office of Technology, Project Management Office

In January 2001, a statewide Project Management Office (PMO) within the NYS Office for Technology was created. The PMO was charged with the following mission: to increase project management competence and foster sustained success of projects carried out by New York State. The top priority of the PMO was the development of a common Project Management methodology for use by Project Managers across the state. In September 2001 the PMO published Release 1 of the NYS Project Management Guidebook. The Guidebook was mailed to all State agencies and is also available via the web.

The OFT PMO, working with representatives from State agencies, has developed the following core services:

- [Project Management Methodology](#)
- [Project Management Consulting Services](#)
- [Project Management Outreach](#)

All services and products have been developed with input from numerous agency representatives who have shared their ideas, requests, and best practices.

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Publications

A Guide to the Project Management Body of Knowledge, 2000 Edition, Project Management Institute, Four Campus Boulevard, Newton Square, Pennsylvania, 19073, 2000

Commonwealth of Virginia, Information Technology Resource Management Policy GOV 2002-02.1, TECHNOLOGY MANAGEMENT, Department of Technology Planning, 110 South Seventh Street, Suite 135, Richmond, Virginia, 23219, October 8, 2002

Commonwealth of Virginia, Information Technology Resource Management Standard GOV 2002-02.1, TECHNOLOGY MANAGEMENT GLOSSARY, Department of Technology Planning, 110 South Seventh Street, Suite 135, Richmond, Virginia, 23219, October 8, 2002

Commonwealth of Virginia Vendors Manual, Department of General Services, Division of Purchases and Supply, 805 East Broad Street, Richmond, VA 23219, December 1998

State of Michigan Commonwealth Project Management Methodology, Michigan Department of Information Technology, Office of Project Management, May 2001