



Project Success Framework (PSF)

Evidence of Likely Sustainable Change

The project's vision or goal(s) are well-defined and likely to result in sustainable change related to education outcomes in 3-5 years and beyond.

1

Understand

Each element is described in detail to demonstrate how it is connected to project success. You will learn why the element is important, how to assess your status within the element, how to document your current element, and how to use this information to develop a project plan.

2

Reflect

Once you understand the value of each element, we invite you to reflect on how your project fares on the rating scale. During this reflection, consider what evidence supports your rating and if you are where you want to be. If not, what would it take to move across the continuum? We offer a self-assessment worksheet for each element. Additionally, if you are having trouble determining your current state, we have a resource library to help you.

3

Act

Once you identify your current state and determine what to change, you are ready to add your next steps to your project plan. In the future, the PSFs can serve as a checkpoint to help you maximize your project's likelihood of success. Review your PSF work regularly to determine if you have improved your element ratings and see if those changes have helped move your project forward. Write down your action steps in the table.

Before You Begin...

- » List all interested parties/groups. Include both direct and indirect for the entire education delivery chain impacted by the project and involved in achieving desired outcomes
- » Research evidence-based practices that might apply to your project's goals
- » Scan for relevant policies/legislation that may influence project implementation

1

Understand

Charting Your Course: Navigating from Present Position to Future Destination

A successful project needs clear goals, a detailed plan, and adequate resources to ensure successful implementation. It should also focus on how each action is tied to desired outcomes and how they will be sustained over time. A common misconception is that a project should be near completion before considering how to sustain the changes. Yet sustainability requires careful attention and planning, especially when considering the commitment and application of resources. Before you begin implementation, consider how these pieces fit together and if they seem likely to improve education outcomes in the next 3-5 years.

Building Your Case: Gathering Evidence for Your Current Position

If funding for this project disappeared, what would be left behind? Consider ways your project will sustain to achieve its targeted long-term outcomes. Organizations are subject to many disruptions and changes: staffing turnover, leadership changes, shifting priorities, etc. Your project should be built to last in service of its goals.

Once you've gathered and assessed the evidence, use the following scale to identify your current position. Remember that this rating is a benchmark, not a fixed position. If you find yourself at the Emerging stage, don't worry. You now have a clearer understanding of the steps needed to progress toward the advanced stage.

2

Reflect

Guiding Questions for Reflection

- » What does project success look like?
- » What capacities must be increased or achieved to sustain the work?

State of the Project

Rate the current state of the project:

Emerging	Developing	Advancing	Mastery
There is no evidence of a clear goal or a plan to sustain the work	There is some evidence of developing a goal and plan to sustain the work	There may be a clear goal and plan to sustain the work, but the project lacks the necessary resources to operationalize the plan	There is a clear goal, plan, and adequate resources to sustain the work beyond this project's timeline

Reflection/Evidence:



Potential Evidence Sources
 Conversations with project leadership, conversations with collaborators, policy reports, news articles, revised theory of action



Supporting Tools/Resources:
 » [Sustainability Planning Tools](#)

3

Act

Guiding Questions for Action Planning

What other conversations can you have to move along the continuum?

- » How can you document sustainability plans?
- » Have you shared information about the project's future direction with all collaborators to identify and remediate any concerns that might be shared as a result of that?
- » Is there an opportunity to plan for a pilot within the project so you can capture lessons learned on a smaller scale?
- » Does the pilot data share any considerations for planning the project differently to ensure broader scale and sustainability?
- » Who must be involved to ensure all collaborators adopt the plans?
- » Are there opportunities to refine the goals further to support sustainability planning?

Action Plan:

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