

GRPI Checklist

Instructions:

Assess the team’s **CLARITY**, **AGREEMENT**, and **EFFECTIVENESS** on the GRPI elements (Goal, Role, Procedures/Process and Interpersonal) by placing a “C”, “A” and “E” in the cell that corresponds to your rating.

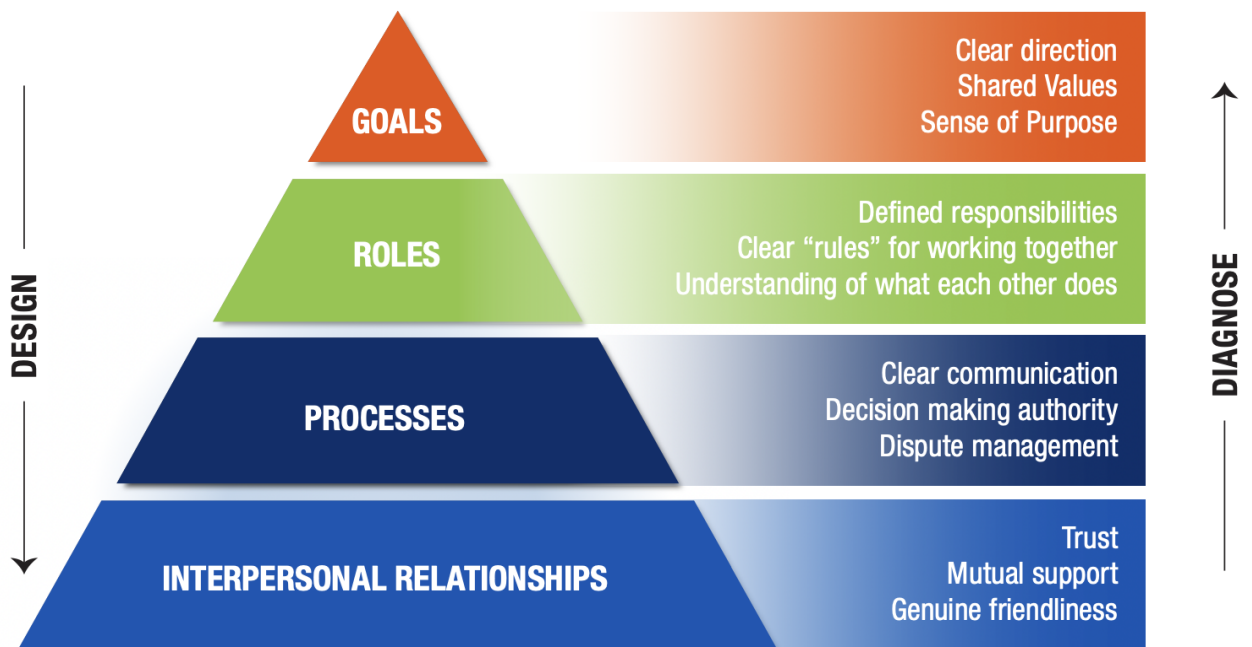
1. For all questions, assess **Clarity** and **Agreement**
2. For questions 5, 6, 7, 8, 9, 10 and 12 only, assess **Effectiveness**.

		0%	50%	100%																
G	1	Purpose & Outcomes We understand and agree on our project mission and desired outcome (vision).																		
	2	Project Scope Definition We understand and agree on what is in/out of our project scope and tasks. The project scope is “set.”																		
	3	Customer & Needs We know who the project stakeholders are, what they require and why this project is really needed.																		
	4	Goals & Deliverables We have identified specific, measurable and prioritized project goals and deliverables, linked to our business goals.																		
R	5	Roles & Responsibilities We have defined and agreed on our roles and responsibilities and on the skills and resources the project team needs.																		
	6	Authority & Autonomy Our team knows and has the degree of authority we need to meet our project mission.																		
P	7	Critical Success Factors We know and are focusing on the key factors needed to meet the project goals and mission.																		
	8	Plans & Activities We are following an effective game plan that includes the right tasks, clearly defined and assigned to the right people.																		
	9	Monitoring and Measures We have an effective monitoring process and specific metrics linked to progress and goals.																		
	10	Schedule and Milestones We have defined our project schedule and know what the key phases and milestones are.																		
I	11	Team “Operating Agreement” We have shared expectations, agreed and followed guidelines for how our team works together.																		
	12	Interpersonal We have the necessary relationships, trust, openness, participation and behaviors for a healthy and productive team.																		

Questionnaire: Sourcebook Change Management Toolkit - <https://www.slideserve.com/varana/sourcebook>
 GRPI model: Beckhard, R., and Harris, R, Organizational Transitions: Managing Complex Change. Addison-Wesley (1977)

THE GRPI MODEL

CLARIFY YOUR TEAM'S PURPOSE, SET PRIORITIES,
INCREASE EFFICIENCY, AND IDENTIFY AND
PREVENT POTENTIAL PROBLEMS



Source: Beckhard, R., and Harris, R, Organizational Transitions: Managing Complex Change. Addison-Wesley (1977)



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