



U.S. Army Corps of Engineers
Program Management Plan

Family Readiness Project Delivery Team

7 August 2008

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1.0 **Introduction.**

1.1 **Purpose.** This Program Management Plan (PgMP) outlines the Family Readiness Program Development Process for USACE.

1.2 **Goal.** Recognizing the increasingly expeditionary nature of USACE Operations, for both military and civilian team members and their families, Family Readiness assumes the same importance as in a Line Unit. The goal of this project is to permanently build Family Readiness into USACE's routine operations.

1.3 **Objectives.** The Project Delivery Team (PDT) will develop and recommend participation methods that assist in achieving the following key objectives:

1.3.1 Establish Awareness: Increase awareness through newsletters, emails, and activities of the sub-PDTs.

1.3.2 Initial Operating Capability with initial guidance published NLT 31 August 2008.

1.3.3 Final Operational Capability with routine operations occurring throughout the command, and evaluation of those operations for continuous learning.

1.4 **Background.** The need for the program was identified in the summer of 2007. Initial planning took place during the Family Readiness Breakout of the 2008 USACE Winter Leader's Conference. Further program development occurred during the Summer Leader's Conference, 2008.

2.0 **Scope Of Work. Scope of work is defined in the Sub-PDT PMPs, attached as annexes to this plan.**

3.0 Project Delivery Team & Roles are defined in the Sub-PDT PMPs, attached as annexes to this plan. The Project Manager is Ms. Jeannie Davis, USACE HR Director.

4.0 **Work Breakdown Structure is defined in the Sub-PDT PMPs, attached as annexes to this plan.**

5.0 **Performance Measurement defined in the Sub-PDT PMPs, attached as annexes to this plan.**

6.0 **Acquisition Plan.** N/A

7.0 **Risk Management is defined in the Sub-PDT PMPs, attached as annexes to this plan.**

- 8.0 **Change Management Process.** The PM, in coordination with other members of the PDT, can initiate and approve action and schedule changes that do not affect other PMBP initiatives or the overall completion schedule for the project. On-going analysis throughout the life of the project that results in suggested changes to the PMP and project will be offered and approved at PDT meetings. The PM will document changes in the PMP.
- 9.0 **Communications Plans are defined in each of the sub-PDT PMPs attached as annexes to this PMP.**
- 10.0 **Integration Plan.** Integration of the sub-PDTs will occur by periodic meetings, and communication from the Project Manager involving each sub-PDT lead and team.
- 11.0 **Implementation Plans are defined in each of the sub-PDT PMPs.**
- 12.0 **Operations and Maintenance Plans are defined in each of the sub-PDT PMPs.**
- 13.0 **Training Plans are defined in each of the sub-PDT PMPs.**
- 14.0 **Measurement of Project Success.** The Program will be successfully implemented in USACE when activities in the sub-PDT PMPs are complete.