

# Managing the Project

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# Managing the Project Agenda

- Introduction
- Project Management Definitions
- Project Constraints
- Project Manager Definition
- Examples
- Project Management for Watershed Stewards

# Introduction

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the right side of the frame, creating a modern, layered effect against the white background.

# Definitions

# Managing the Project Definitions

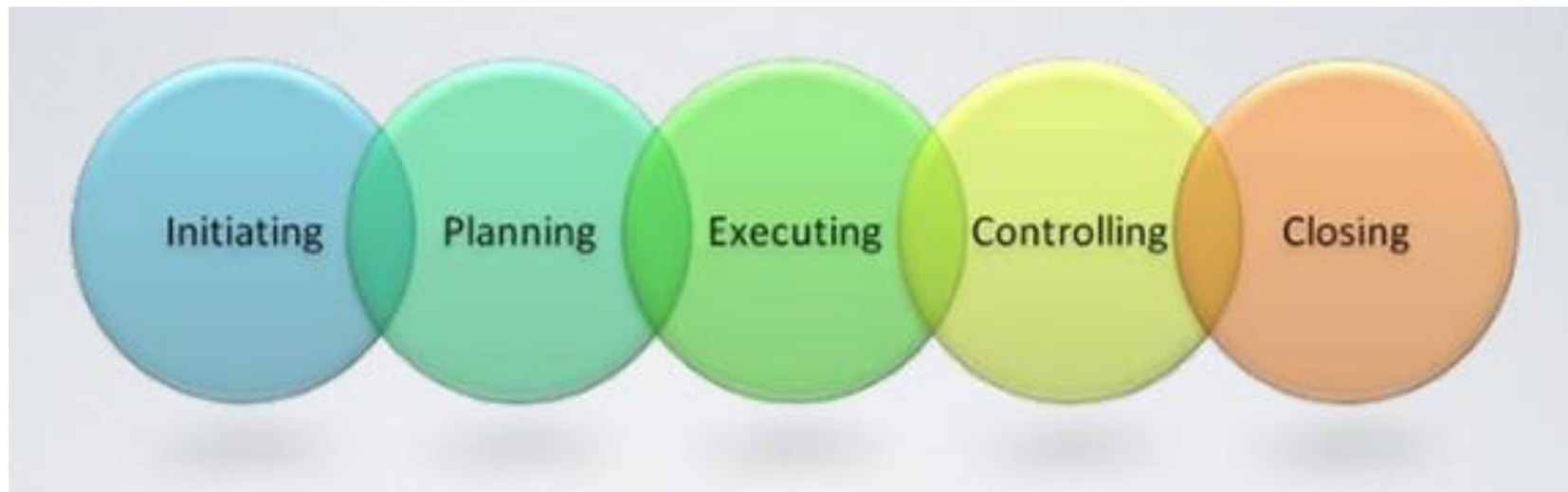
A PROJECT is an endeavor undertaken to create a unique product, service, or result.

Project MANAGEMENT is the application of knowledge, skills, tools, and techniques to project activities to meet the project requirements.

Project management processes fall into five groups:

1. Initiating
2. Planning
3. Executing
4. Monitoring and Controlling
5. Closing

# Project Management Processes



# Managing the Project Definitions

**Project management knowledge draws on many areas:**

- Integration
- Scope
- Time
- Cost
- Quality
- Procurement
- Human resources
- Communications
- Risk management
- Stakeholder management

# Project Constraints





# Role/Responsibilities of a Project Manager

- ▶ 1. Assuming responsibility for the project as a whole
- ▶ 2. Using relevant project management processes
- ▶ 3. Leading the team
  
- ▶ Regardless of additional responsibilities, a project manager must:
  - ▶ Understand the project
  - ▶ Establish required processes
  - ▶ Lead the team

# Getting to the Essence of the Project

- ▶ Why is this project being developed?
- ▶ What will be done?
- ▶ When will it be accomplished?
- ▶ Who is responsible?
- ▶ How will it be done, both technically and managerially?
- ▶ How much of each resource (labor, funding, technology, time) will be needed?

# Projects get into trouble when...

- ▶ The project scope is poorly defined
- ▶ Changes are managed poorly
- ▶ Needs change
- ▶ Deadlines are unrealistic
- ▶ Stakeholders (or group) is resistant
- ▶ Funding is lost (or was never properly obtained)
- ▶ Team lacks people with appropriate skills
- ▶ Team does not work together, or different members have differing opinions and don't compromise
- ▶ Team doesn't use best management practices and lessons-learned

# Some Tips on Project Management

- ▶ Start on the right foot - work hard to understand the problem, and then set realistic objectives and expectations
- ▶ Maintain momentum
- ▶ Track progress
- ▶ Keep it Simple, whenever possible
- ▶ Lessons learned (post-mortem on project at completion)

# Project Examples

- ▶ Rain Garden



# Project Management - Example Rain Garden

- ▶ Project Initiation
- ▶ Determine project scope
- ▶ Existing condition assessment
- ▶ Calculation / Sizing
- ▶ Preliminary Design
- ▶ Public Outreach / Stakeholder Input
- ▶ Refine Design
- ▶ Permitting
- ▶ Construction

# Project Examples

- ▶ Purchase New Appliance



# Project Management - Example New Appliance Purchase

- ▶ Project Initiation
- ▶ Determine project scope
- ▶ Existing condition assessment & constraints
- ▶ Research
- ▶ Preliminary Options given Constraints
- ▶ Stakeholder Input
- ▶ Finalize Design
- ▶ Purchase
- ▶ Installation



# Managing the Project



# Capstone / Action Projects

- ▶ Purpose: to evaluate Steward knowledge and skills gained from completing the Certification Course
- ▶ Should incorporate, at minimum:
  - ▶ Assessment of stormwater problems of the chosen watershed
  - ▶ Community engagement to mitigate the problems
- ▶ Working in teams or individually, and with collaboration from current Stewards, complete this project within schedule, budget, and scope

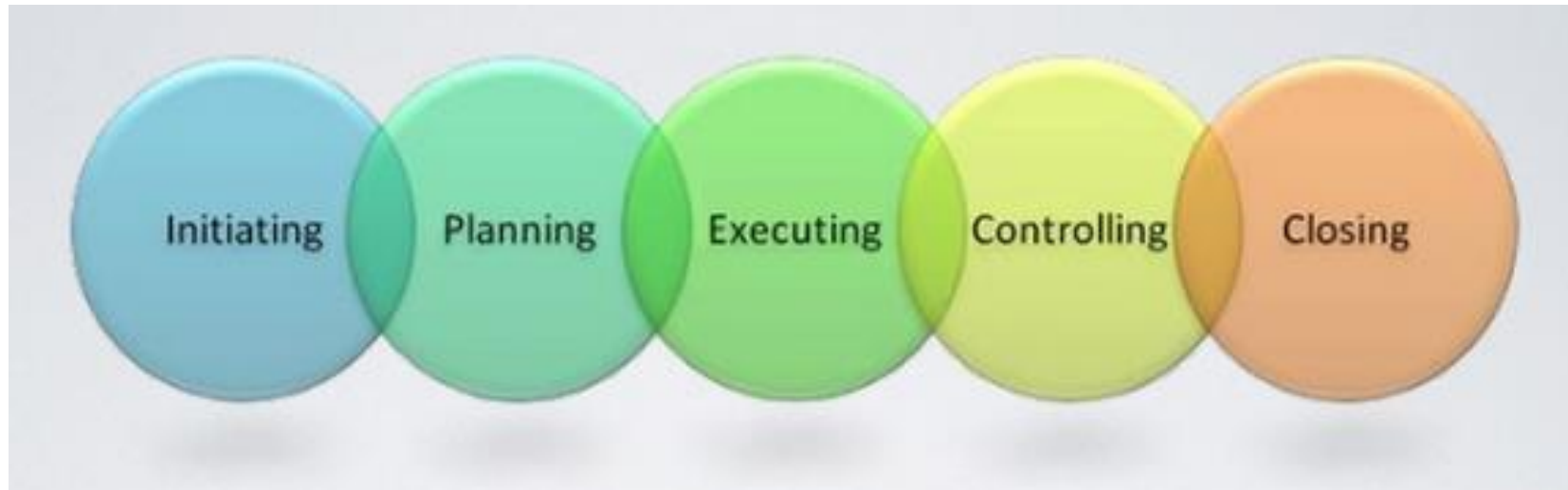
# Elements of a Capstone/Action Project

- ▶ Exploration of Watershed
- ▶ Engagement with Community
- ▶ Action!
  - ▶ Reduction of pollution at its source
  - ▶ Education and outreach activities
  - ▶ Reduction of stormwater runoff

# Project Schedule!

- ▶ Projects **MUST** be completed by October, 2022
- ▶ Graduation is October 20<sup>th</sup>, 2022
- ▶ Formal presentation of Project Proposal will be in March 2022 (to be scheduled)
- ▶ Group meeting in January, 2022 (date to be scheduled)
- ▶ Work back to meet these target dates.

# Project Management Processes



November  
2021

January  
2022

October  
2022

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# Questions?

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