



**PROJECT MANAGEMENT INSTITUTE  
Washington DC Chapter**

*A Consistent Leader Serving the Project Management Profession in MD, VA and DC Area*

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**Chapter-To-Chapter  
Selection Criteria**

September 12, 2006

**1) Background:**

- a) The Chapter-To-Chapter program was established as a pilot program by the Board in August 2005 and continued through December 31, 2007 with a Board action taken on January 17, 2006 to approve a Charter. The original scope of the program approved by the Board included relationships with three chapters (Uruguay, Brazil, Toronto) and a budget of \$5,000 for calendar year 2006. The popularity of the program has generated interest from other chapters (India, Russia, Spain) and generated interest from PMI GOC; this level of interest is expected to increase.
- b) The objective of the Chapter-To-Chapter program is to “develop relationships with other Chapters outside of the continental United States and foster the development of cooperative relationships in the pursuit of the Project Management Profession and Standards.” Additional benefit is derived from engaging and energizing members within the PMIWDC Chapter. A typical chapter relationship includes: speaker exchange, member exchange, and chapter-to-chapter communications.
- c) The process for giving consideration to proposed chapter relationships and making selections can be aided through the use of a set of criteria. Selection is of benefit to the PMIWDC Chapter because it allows the program to maintain a focus through which limited resources can be applied. Selection can be based in part on information that is developed to support a proposed chapter relationship. It is assumed that a separate proposal and Charter will govern each chapter relationship for a specified period of time.

**2) Selection Criteria:**

- a) Benefit To PM Profession: To what degree does the proposed chapter relationship support the mission of PMI? How consistent is it with current and planned directions in the project management profession?
- b) Benefit To Candidate Chapter: What does PMIWDC have to offer the candidate chapter that benefits them? Is the candidate chapter at the point in its growth and maturity where it can benefit from a relationship with PMIWDC?
- c) Benefit To PMIWDC Chapter: How closely aligned are the benefits of the proposed chapter relationship with the goals and actions of PMIWDC? How would the PMIWDC chapter members benefit? What does the proposed chapter have to offer PMIWDC?
- d) Cost To PMIWDC Chapter: What are the proposed financial costs; what other resources are required? Where will the money and resources come from? What opportunities and/or activities will PMIWDC need to forego in order to undertake the proposed chapter relationship?

- e) Timing: How does the timing of the proposed chapter relationship dovetail/conflict with other ongoing/planned activities within either chapter? What would be the consequences of not undertaking the proposed chapter relationship at this time?
- f) Likelihood Of Success: How sound is the proposal and business case? Are the right individuals from both chapters going to be involved? Are the objectives achievable in the timeframe and within the resources? What are the consequences of an outcome other than full success? What is the exit strategy?

**3) Selection Scale:**

- a) 5 points: All aspects of proposed relationship are expected to fully meet the criteria.
- b) 4 points: Most aspects of the proposed relationship are expected to meet most of the criteria.
- c) 3 points: Some aspects of the proposed relationship are expected to meet some of the criteria.
- d) 2 points: Few aspects of the proposed relationship are expected to meet few of the criteria
- e) 1 point: No aspects of the proposed relationship are expected to meet any of the criteria.

**4) Selection Threshold:**

- a) Purpose: A threshold total on the Selection Scale will be used to assist in making decisions about establishing and maintaining chapter relationships.
- b) Established By: Based on recommendations by the Chairman of the Chapter-To-Chapter program the PMIWDC Board establishes a threshold total on the Selection Scale.