

# STATE OF MONTANA



## Office of Public Instruction (OPI) Data Modernization

### Maturity Readiness Assessment (MRA) Preliminary Project Plan

#### MRA Preliminary Project Plan

The approach will help the joint teams rapidly identify areas of need, and later proceed to developing an actionable roadmap. (to be evolved based on discussed options)

	Weeks 1-2 (July 24-August 4) <b>Prepare for Workshop(s)</b>	Week 3-4 (August 7-18) <b>Conduct/Document Workshop(s)</b>	Week 5-6 (Post-Workshop-Sept 1) <b>Prepare Readout</b>
<b>Key Activities</b>	<ul style="list-style-type: none"> <li>Achieve executive alignment of success criteria and goals</li> <li>Identify participants and schedule workshop and readout</li> <li>Prepare workshop assessments and presentation based on selected options</li> </ul>	<ul style="list-style-type: none"> <li>Conduct workshop(s), completing current state and target assessment across 6 capability areas</li> <li>Conduct preliminary discussion on priorities</li> </ul>	<ul style="list-style-type: none"> <li>Prepare final readout to review workshop input and agree on high level recommendations, prioritization, and roadmap</li> </ul>
<b>Outcomes / Deliverables</b>	<ul style="list-style-type: none"> <li>Workshop and readout scheduled</li> <li>Workshop presentation prepared according to preferences and selected options</li> </ul>	<ul style="list-style-type: none"> <li>Completed workshop, with assessment and qualitative input documented</li> </ul>	<ul style="list-style-type: none"> <li>Final readout presentation, with actionable prioritized roadmap of key follow-on activities</li> </ul>
<b>Participant Roles and Time Commitment</b>	<ul style="list-style-type: none"> <li>Workstream sponsor: provide input on workshop options, identify participants, schedule meetings (6-10 hours)</li> <li>Workshop participants: make time in their calendars for workshop and review brief email instructions (0.5 hours each)</li> </ul>	<ul style="list-style-type: none"> <li>Workstream sponsor and workshop participants: Become active participants in workshop, providing assessment input, color commentary, and thoughts on prioritization (6-16 hours each, depending on selected workshop options)</li> </ul>	<ul style="list-style-type: none"> <li>Workstream sponsor: Review iterations of final presentation and attend final readout (4-6 hours)</li> <li>Project steering committee: Attend final readout (1-2 hours)</li> </ul>