

Portfolio Priority & Tradeoff Canvas

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Initiative name	Owner	Facilitator prompts
Outcome statement (measurable)		1) What outcome are we buying, and for whom?
Who benefits	How we'll know (success signals)	2) What is the Cost of Delay if we wait 1-2 quarters?
Cost of Delay <input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low <i>Justification:</i> _____		3) What are the hard dependencies/constraints?
Effort / Complexity <input type="checkbox"/> High <input type="checkbox"/> Med <input type="checkbox"/> Low		4) What must we stop or pause to fund this?
Dependencies & constraints (teams, vendors, compliance)		
Risks & assumptions (top 3) 1 _____ 2 _____ 3 _____		
What we will stop/pause to do this (explicit tradeoff)		
Decision needed (Approve / Defer / Split / Stop) + Date <input type="checkbox"/> Approve <input type="checkbox"/> Defer <input type="checkbox"/> Split <input type="checkbox"/> Stop <i>Date:</i> _____		