Functions of the Portfolio & Project Management Office (PPMO)

**Prioritizes/Slates/Assigns Projects**
in consultation with AVP, based on ratings, availability of resources, and level of importance to the requesting department.

The PPMO assigns project manager and resources to projects, and reports this information to ESAC.

**Portfolio Management**
Provides centralized management of ETS Portfolio (which includes programs, projects, and maintenance/operations) to achieve strategic objectives.

**Program Management**
Oversees Program management - a set of interrelated projects designed to accomplish a single outcome.

**Project Management**
The PPMO provides training, assistance, and tools for project managers across the College. Meets with departments to assist with creation of project charters.