Growth Performance

PRIORITISATION TOOL

Project Priority Scorecard

Score and rank competing projects or initiatives across five criteria. Produces a defensible, transparent priority order that accounts for strategic value, feasibility, and risk, not just whoever argued most loudly in the last meeting.

Scoring guide, rate each criterion from 1 to 5:

Strategic Value: 1 = minimal alignment with goals, 5 = directly advances top strategic priority.
Time Sensitivity: 1 = no urgency, can wait, 5 = time-critical, delay has significant consequences.
Resource Availability: 1 = resources not available, 5 = team, budget, and capacity are fully ready.
Risk Level: 1 = high risk (unknown, complex, politically sensitive), 5 = low risk (clear, tested, low dependency).
Effort Required: 1 = very high effort, 5 = low effort, quick to deliver.

Total score out of 25. Higher score = higher priority. Where scores are close, use the Tiebreaker column to note any qualitative factors.

TEAM / FUNCTION

REVIEW PERIOD / QUARTER

FACILITATOR

PROJECT / INITIATIVE	STRATEGIC VALUE (1-5)	TIME SENSITIVITY (1-5)	RESOURCE AVAILABILITY (1-5)	RISK LEVEL (1-5)	EFFORT REQUIRED (1-5)	TOTAL /25	RANK

DECISIONS AND NEXT STEPS

TOP 3 PRIORITIES FROM THIS SCORECARD, AND ANY CAVEATS

PROJECTS BEING DEFERRED OR STOPPED, AND WHO NEEDS TO BE TOLD

ANY PROJECTS WHERE THE SCORING SURFACES DISAGREEMENT, WHAT IS DRIVING IT AND HOW WILL IT BE RESOLVED?

DECISION OWNER

NEXT REVIEW DATE

Want help putting this into practice?

Growth Performance builds the human advantage in an AI-driven world, with people, teams and leaders.

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