BENEFITS MONITORING WORKSHEET

Program ID / Name: <Program ID / Program name>
Date: <Date>

Program benefit description					Total in benefit class	Sensitivity analysis	Target delivery due date		Actual	$ or amount realized	% of benefit delivered to date	Benefit dependency *(if applicable and include ID and name)*	Benefit owner	Total KPI's completed				Benefits not yet started								Benefit status *G - On Track* *A - Behind Schedule* *R - At Risk*		
Level 1	**Level 2**		**Level 3**															Delivery Not Started as Scheduled				Delivery Not Scheduled						
Critical success factor (benefits class) *.....the unique benefit to be attained by implementing the strategy*	**Key Performance Indicators (KPI)** *... the indicator for measuring the benefit*		**Benefit ID**	**KPI -** specific measure to be used for performance management			Qtr	Month	Variance					Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	<mm/yyyy>	<mm/yyyy>	<mm/yyyy>
A. Benefit name	A1	Time to generate estimates	A1.1		0	+ / -10%	Q3	Jun-08																		G	G	A
			A1.2			+ / -20%	Q3	Jun-08																		Completed	Completed	G
			A1.3			+ / -20%	Q3	Jun-08																		G	G	R
	A2	Time to mobilize projects	A2.1			+ / -10%	Q4	Jun-08																		G	G	G
			A2.2			+ / -15%	Q4	Jun-08																		G	G	G
	A3	Mean Time To Repair (MTTR)	A3.1			+ 0 -5%	Q4	Jun-08																		G	G	G