



# STRATEGIC STEWARDSHIP

ENHANCING CONSERVATION THROUGH PROJECT  
MANAGEMENT

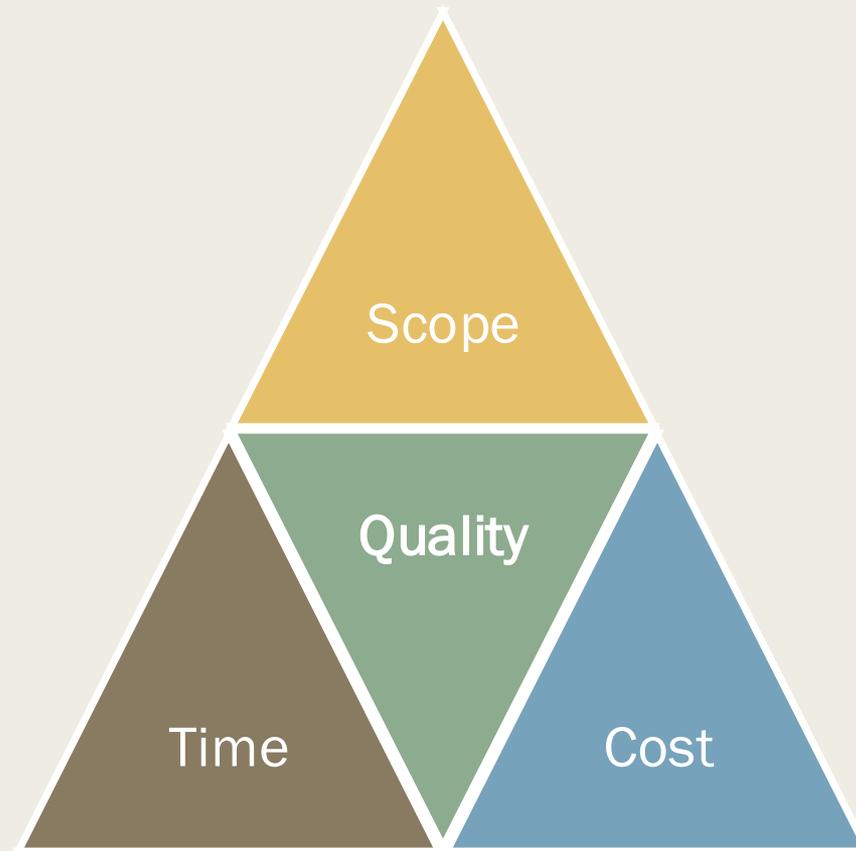


# Agenda

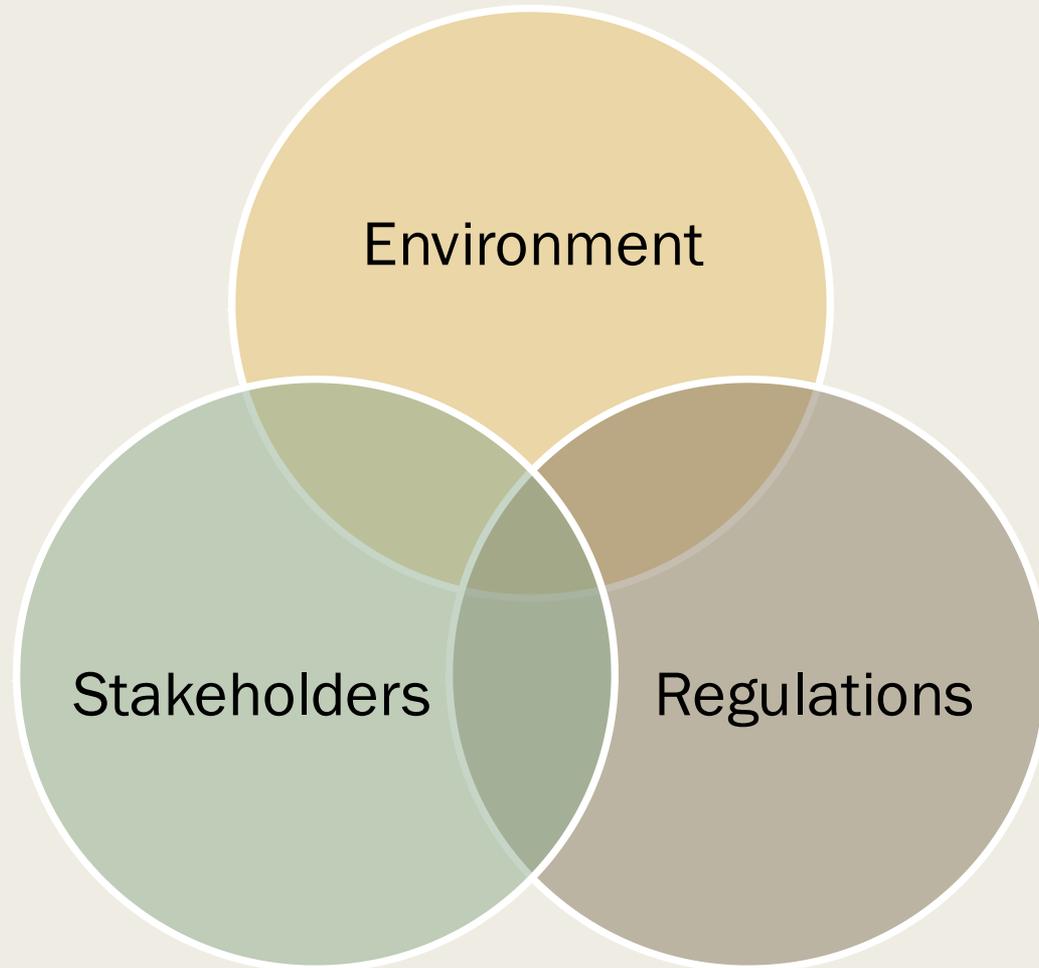
- What is Project Management?
- How does Project Management benefit biologists?
- What is a Project Charter?
- Project Planning
- Project Execution, Monitoring, Closing
- Create your own project charter

# What is Project Management?

Project Management is the process of planning, organizing, and managing a team's work to achieve a specific goal on time and within budget.



# How does Project Management benefit biologists?



# Initiation Phase

1

**WHAT**  
is the  
project?

2

**WHY**  
does it  
matter?

3

**WHO** is  
involved?

# Project Charter Development

**Purpose:** *Why are we doing this?*

**Scope:** *What is included and excluded?*

**Budget:** *How much money do we have?*

**Constraints:** *Land boundaries, timeframes, regulations, etc.*

**Stakeholders:** *Who is involved (landowners, agencies, NGOs)?*

**Risks & Assumptions:**  
*What could go wrong?  
What are we assuming?*

**Success Criteria:** *How do we measure success?*

Approved

# Wetland Restoration Charter

**Purpose:** *Improve habitat for migratory birds.*

**Scope:** *Restore 10 acres of degraded wetland, exclude adjacent cropland.*

**Budget:** *\$20,000 grant*

**Constraints:** *6-month timeline, permitting with state wildlife agency.*

**Stakeholders:**

*Landowners, AR Game  
& Fish, etc.*

**Risks & Assumptions:**

*Drought, landowner  
canceling project,  
invasive plant  
expansion.*

**Success Criteria:**

*Increased native plant  
coverage, 3+ bird  
species sightings  
during monitoring.*

Approved

# Project Charter Development

**Purpose:**

**Scope:**

**Budget:**

**Constraints:**

**Stakeholders:**

**Risks & Assumptions:**

**Success Criteria:**

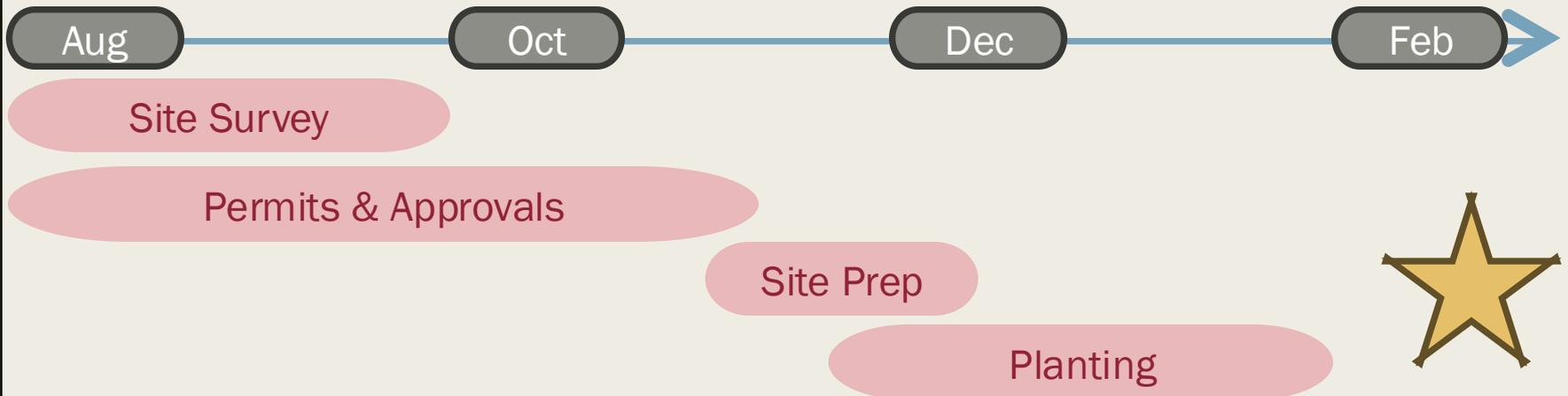
# Planning & Tools

After the charter is **approved**, detailed task planning begins by breaking down the high-level scope into **step-by-step activities**.



# Work Breakdown Structure

Task	Owner	Priority	Dependencies	Duration	Start Date	Due Date
Site Survey	Autumn	1		2 months	8/1/2025	10/1/2025
Permitting & Stakeholder Approval	Autumn	2		3 months	8/1/2025	11/1/2025
Site Preparation (remove invasives)	Autumn	3	1, 2	1 month	11/1/2025	12/1/2025
Planting Native Vegetation	Autumn	4	1, 2	3 months	11/1/2025	2/1/2026
Final Project Report	Autumn	5	1, 2, 3, 4, 5	2 weeks	2/1/2026	2/15/2026



# Final Phases

## Execution

- Carry out tasks

## Monitoring

- Compare progress vs. plan
- Report to stakeholders

## Closing

- Deliver final report
- Evaluate outcomes
- Archive documents for future reference.

# Final Thoughts...

Project Management  
is useful for  
predictable,  
compliance-driven  
conservation work.

A strong charter and  
planning leads to  
fewer mid-project  
surprises.

This demonstrates  
professionalism to  
landowners, funders,  
and regulators.

QUESTIONS?