Program Office Mission

Ensure critical project level functions are in place and operating effectively and efficiently, to accomplish XSEDE’s objectives.
Project Office provides oversight to ensure the greatest efficiency and effectiveness of the Program Office area, plan/organize/facilitate Project level activities, and establishes responsibility for assuring advisory activities of the project occur.

External Relations (ER) team uses strategic and creative communications to convey the value and importance of XSEDE to all stakeholders (including the internal audience) and to deepen and extend use of XSEDE.

Project Management, Reporting and Risk Management (PM&R) team provides a common and consistent approach to managing internal projects and risks, and leads the reporting activities.
Business Operations has managed all financial functions and sub-award contracts.

Strategy, Planning, Policy, Evaluation & Organizational Improvement (SP&E) focuses attention in those areas to ensure the best possible structure continues to exist within XSEDE to allow the support of all significant project activities and enable efficient and effective performance of all project responsibilities.
## PY8 Project KPIs

<table>
<thead>
<tr>
<th>Goal - Subgoal</th>
<th>Metric Name</th>
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<tbody>
<tr>
<td>Deepen and Extend Use - Raise awareness of the value of advanced digital services</td>
<td>Aggregate mean rating of user awareness of XSEDE resources and services</td>
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<td>Percent increase in social media impressions over time</td>
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<tr>
<td>Advance the Ecosystem - Enhance the array of technical expertise and support services</td>
<td>Aggregate mean rating of user satisfaction with XSEDE technical expertise and support services</td>
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<tr>
<td>Sustain the Ecosystem - Operate an effective and productive virtual organization</td>
<td>Mean rating of importance of XSEDE resources and services to researcher productivity</td>
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<td>Percentage of users who indicate the use of XSEDE-managed and/or XSEDE-associated resources in the creation of their work product</td>
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<tr>
<td>Sustain the Ecosystem - Operate an innovative virtual organization</td>
<td>Percentage of Project Improvement Fund proposals resulting in innovations in the XSEDE organization</td>
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<td>Mean rating of innovation within the organization by XSEDE staff</td>
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</tbody>
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PY8 Priorities

• Project Office
  – Governance & management
  – XSEDE Transition Plan to NSF
  – Long term project data retention

• External Relations
  – Strategic marketing plan
  – Strategic communications plan

• Project Management & Reporting
  – IPRs & Annual Planning
  – Collaborative communications
  – Process efficiencies & effectiveness
  – Onboard & ramp-up a new PM

• Business Operations
  – Invoice/amendment processing efficiencies
  – Trend analysis & forecasting

• Strategic Planning & Evaluation
  – Standard Evaluation Suite
  – Evaluation for PEARC18 & IHPCSS
  – XSEDE strategy sessions
  – ROI & impact measures