



The Strategic Alignment Checklist

16 questions to ask before your next project kicks off.

How to use it: Answer honestly, then check the box. Every box you can't check is a conversation to have before kickoff.

01 Organizational Clarity

☐ Can stakeholders articulate how this project connects to the broader vision?

☐ Do all key stakeholders agree on what success looks like, and for whom?

☐ Is there executive alignment, or just executive approval?

☐ Does this project solve a root cause or a symptom?

02 Stakeholder Readiness

☐ Have all impacted divisions been identified?

☐ Do stakeholders understand how their unit connects to the larger strategy?

☐ Is there a decision-maker who can move things when alignment breaks down?

☐ Have you identified who will resist and why?



03 Execution Foundation

- ☐ Are the right people in the room before the build begins?

- ☐ Is there a shared definition of scope, or just assumptions?

- ☐ What does failure look like, and has anyone said it out loud?

- ☐ Are timelines built around strategy or convenience?

04 Sustainability Check

- ☐ Will this solution hold without you in the room?

- ☐ Is there a plan for adoption, not just delivery?

- ☐ Have you designed for long-term use or short-term compliance?

- ☐ What happens 6 months after launch, and who owns it?



Too many unchecked boxes?

That's where I come in. Start with a free 30-minute Virtual Tea and we'll find the right next step together.

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