**Boundaries & constraints…. A brief review**

What is it?

* A **Boundary** is a non-negotiable limit. For example: A deadline for a project proposal
* A **Constraint** is a limit that has some room for flexibility and/or negotiation. For example: Workloads, who is going to do what – can shifts change?

Why is it important?

* **Boundaries** and **Constraints** are part of every project and have real effects on a projects success or failure.
* They can help define the projects goals and objectives; how stakeholders participate; how input is used; and how decisions are made. Identify them upfront! What can you do and what you cannot do.
* Failure to identify your **Boundaries** and **Constraints** can cause stakeholders to have unrealistic expectations of the project; cause the project to become sidetracked or derailed; undermine trust; and cause conflict and hard feelings.

Some **Boundaries** and **Constraints** to consider**:**

* Money
* Time
* Experience
* Legalities
* Neutrality
* Personnel
* Commitment

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