



8 Key Statement of Work Questions.

This guide will walk you through the key questions to consider when drafting a Statement of Work, ensuring your SoW is clear, concise, and sets everyone up for success. Remember, an SoW is like a roadmap for your project, defining goals, deliverables, and responsibilities.

How will the provider help the Scope client to achieve their outcomes? What tangible things will the Deliverables provider deliver to the client? How will the client know what the Acceptance Criteria provider delivered is good enough? What will the provider need from Dependencies the client? When will the provider do the Schedule work? Who will work on the project? People How will the work be managed? Governance When will the client pay the Commercial Model provider?

By thoughtfully answering these questions, you'll lay a solid foundation for your SoW. Remember, clear communication is key and don't hesitate to involve stakeholders.