Change and Innovation Readiness Survey

# Instructions:

Reflect on your agency by reading the statements below and providing a numerical rating of your agency’s readiness for change on a scale of 1-5. Then, respond to the short-answer questions in the Change and Innovation Readiness Survey to help you assess your agency's readiness, and think about where there might be opportunities for you to impact change and influence stakeholders. We recommend completing the entire assessment. Finally, go back through your answers and reflect on these potential opportunities.

Thinking about your specific agency, read the following statements and assign a score 1 through 5.

**Statement 1** - My agency experiments with the Acquisition Lifecycle and procurement operations to reduce cycle time, improve performance, and raise customer satisfaction.

☐ 1: Not at all

☐ 2

☐ 3: Moderately

☐ 4

☐ 5: Consistently

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Statement 2** - My agency’s acquisition functions work in close collaboration with its program partners to develop the best contract outcomes. Both organizations dedicate time to understand each other's roles and expectations in an acquisition.

☐ 1: Not at all

☐ 2

☐ 3: Moderately

☐4

☐ 5: Consistently

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Statement 3** - My agency has adopted agile methods for IT development and applies agile principles for other programmatic and staff operations projects.

☐ 1: Not at all across functions

☐ 2

☐ 3: Only for IT Department

☐ 4

☐ 5: Pervasive use of Agile methods across functions

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Statement 4** - My agency uses performance data to track efficiency, measure effectiveness, and inform decisions to improve our mission programs and support functions (e.g., Acquisition, IT, HR, Finance). When inefficiencies are found, they are fixed immediately.

☐ 1: Not at all

☐ 2

☐3: Moderately

☐ 4

☐ 5: Consistently

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Statement 5** - My agency leadership, at multiple levels, encourages innovation. My agency can experiment to generate and implement new ideas that improve constituent and citizen services.

☐ 1: Not at all

☐ 2

☐ 3: Moderately

☐ 4

☐ 5: Consistently

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Statement 6** - My agency promotes open exchange with its current contractors and the wider contractor community. Together, we gather feedback on performance and share new ideas that improve agency performance (within acquisition regulations).

☐ 1: Not at all

☐ 2

☐ 3: Moderately

☐ 4

☐ 5: Consistently

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Statement 7** - My agency’s culture emphasizes deep collaboration inside, outside, up, down, and across agencies. My agency values appropriate risk-taking and innovation to improve performance and mission outcomes.

☐1: Not at all

☐ 2

☐ 3: Moderately

☐ 4

☐ 5: Consistently

Why did you provide this score? What factors did you consider to determine this score?  Type your response below:

|  |
| --- |

**Summary and Reflection**  
What do your scores indicate regarding your agency’s attitudes and decisions about change and innovation? Where are your opportunities to adapt your change management, communications, and influence-building approach as a digital services acquisition advocate? Type your response below:

|  |
| --- |