**Project Vision:**

1. Executive Summary **Everyone (mostly Minura)**
2. Problem: **Harry**

The business problem that is being addressed and the value to your organization of doing so.

1. Initial architecture: **Chris**

High-level technical architecture being followed, and, if appropriate, any alternatives considered and why they weren’t chosen.

1. Scope/initial requirements: **Minura**

A summary of the scope, potentially including a list of the major stakeholder goals to be addressed. A scope overview diagram is often useful, such as a use case diagram or a business process diagram.

1. Cost estimation & Funding strategy: **Nathan**

The estimated cost of the project, presented as a range, and an indication of the funding approach for the project.

1. Release plan: **Nathan**

The project schedule showing number of iterations, their durations, and expected release dates. May use a high-level Gantt chart.

1. Risks: **Harry**

A list of the critical project risks, mitigation strategies, and contingency plans.

1. Assumptions: **Minura**

A list of key assumptions and decisions (if applicable).

1. Software development process: **Chris**

An indication of the process being followed (if applicable).

1. Other project details (where applicable): **Nhi**
   1. team makeup (resourcing plan)
   2. budget constraints
   3. communication plans
   4. escalation procedures, and
   5. governance strategy.