# Project Information

|  |  |
| --- | --- |
| DA ID | Click or tap here to enter text. |
| Parent DA ID | Click or tap here to enter text. |
| Initiative | Click or tap here to enter text. |
| Initiative Type | Click or tap here to enter text. |
| Summary | Click or tap here to enter text. |
| Phase | Click or tap here to enter text. |
| Phase Stage | Click or tap here to enter text. |
| DA Date | Click or tap here to enter text. |
| As of Date | Click or tap here to enter text. |
| Project Manager | Click or tap here to enter text. |
| SLT | Click or tap here to enter text. |
| Tower | Click or tap here to enter text. |
| Presenter | Click or tap here to enter text. |
| Director | Click or tap here to enter text. |

# Action Items

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| From | Action Item | Due Date | Owner | Completed Date |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

# Recommendations

|  |  |
| --- | --- |
| From | Recommendation |
| Click or tap here to enter text. | Click or tap here to enter text. |

# Exception/Tech Debt

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| From | Tech Debt/Exception | Due Date | Owner | Completed Date |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

# Next Steps

Click or tap here to enter text.

# DA Comments

|  |  |
| --- | --- |
| Submitted Late | Click or tap here to enter text. |
| Needed Special DA Session | Click or tap here to enter text. |
| Did Not Follow DA Template | Click or tap here to enter text. |
| Content Quality Needs Improvement | Click or tap here to enter text. |