**Project Management Plan Template**

This Project Management Plan Template is free for you to copy and use on your project

and within your organization. We hope that you find this template useful and

welcome your comments. Public distribution of this document is only permitted

from the Project Management Docs official website at:

[ProjectManagementDocs.com](http://www.projectmanagementdocs.com/)

**Project Management Plan**

**<Snake In My Boot>**

**Jonathan's Garage**

**123 Sesame Street**

**8/9/2025-1/1/2026**

**Table of Contents**

[Introduction 2](#_heading=h.8731vxslokh1)

[Project Management Approach 2](#_heading=h.emcij1c9afpl)

[Project Scope 3](#_heading=h.603h0yr4fab8)

[Milestone List 3](#_heading=h.13z597s1a41e)

[Schedule Baseline and Work Breakdown Structure 4](#_heading=h.kh1wty5yrb2z)

[Change Management Plan 5](#_heading=h.4ok5ljhqvstf)

[Communications Management Plan 6](#_heading=h.smntdwmy1052)

[Cost Management Plan 8](#_heading=h.iy4e7y3c0u6c)

# Introduction

The Introduction provides a high-level overview of the project and what is included in this Project Management Plan. This should include a high-level description of the project and describe the projects deliverables and benefits. Excessive detail is not necessary in this section as the other sections of the project plan will include this information. This section should provide a summarized framework of the project and its purpose. Look back at the Project Charter for information to include in this section.

After watching F1, and Ford V Ferrari, as well as being an engineer wanting to expand my skills and apply them in order to sharpen my skills as well as to gain better experience before joining UCF’s Society of Automotive Engineers, and to prove to my parents I have the skills to maintain my own car.

# Project Management Approach

This section is where you outline the overall management approach for the project. This section should describe, in general terms, the roles and authority of project team members. It should also include which organizations will provide resources for the project and any resource constraints or limitations. If there are any decisions which must be made by specific individuals—for example authorizing additional funding by the project sponsor—this should also be stated here. It should be written as an Executive Summary for the Project Management Plan.

This is primarily gonna be a solo project, but I have contingency plans for problems with creating a differential, as this is my first time experimenting with a drive train, and actually creating my own motor like system.

I want to create my own differential system, but if I can’t I have friends who have more programming knowledge than me that can help with programming our own differential using GPT Api.

# Project Scope

State the scope of the project in this section. The scope statement from the project charter should be used as a starting point; however, the project plan needs to include a much more detailed scope than the charter. This detail should include what the project does and does not include. The more detail included in this section, the better the product. This will help to clarify what is included in the project and help to avoid any confusion from project team members and stakeholders.

Make an all Electric F1 car.

# Milestone List

Provide a summary list of milestones including dates for each milestone. Include an introductory paragraph in this section which provides some insight to the major milestones. This section should also mention or discuss actions taken if any changes to the milestones or delivery dates are required.

| Milestone | Description | Date |
| --- | --- | --- |
| Learn how to create a drivetrain using an electric motor | Literally dat | 8/31/25 |
| Learn to weld/Get galvanised steel beams | I can’t fabricate a chassis, without proper materials, as well as the skills to actually put it all together | 11/31/25 |
| Learn how to safely connect lithium ion cells, program a battery management system, and how to insert my powersource. |  | 11/31/25 |

# Schedule Baseline and Work Breakdown Structure

This section should discuss the WBS, WBS Dictionary, and Schedule baseline and how they will be used in managing the project’s scope. The WBS provides the work packages to be performed for the completion of the project. The WBS Dictionary defines the work packages. The schedule baseline provides a reference point for managing project progress as it pertains to schedule and timeline. The schedule baseline and work breakdown structure (WBS) should be created in Microsoft Project. The WBS can be exported from the MS Project file.

Create a separate google doc of nothing but research on this. Especially on the Lithium Ion battery pack. Possibly create different docs for each major part.

# Cost Management Plan

The Cost Management Plan clearly defines how the costs on a project will be managed throughout the project’s lifecycle. It sets the format and standards by which the project costs are measured, reported, and controlled. Working within the cost management guidelines is imperative for all project team members to ensure successful completion of the project. These guidelines may include which level of the WBS cost accounts will be created in and the establishment of acceptable variances. The Cost Management Plan:

* Identifies who is responsible for managing costs
* Identifies who has the authority to approve changes to the project or its budget
* How cost performance is quantitatively measured and reported upon
* Report formats, frequency and to whom they are presented

For complex or large projects the Cost Management Plan may be included as an appendix to the Project Management Plan or as a separate, stand-alone document. We have a detailed Cost Management Plan template available on our website.

First I need to determine what materials work best for the chassis of an electric car. As well as safety with handling lithium ion batteries, so I don’t die.