**PROJECT CHARTER**

| **Project Title:** COVID-19 Community Vaccination Awareness Initiative (CCVAI)    **Start Date:** 1/20/21 **Finish Date:** 4/28/21 |
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| **Budget:** $4,320 |
| **Project Manager:**  Name: Cameron Clark  Responsibilities:   * Time management * Monitor weekly Progress * Coordinate team project activities * Motivate team members * Conflict resolution   Authority:   * Allocate resources * Change request review * Define budget for specific tasks |
| **Project Objectives:** (Define SMART objectives)   * Receive 80% of target funding from Angel Investors by 28th April,2021. * Start a non-profit organization to educate underserved communities about covid vaccines in New Jersey. * Educate up to 110,000 underserved communities in **New Jersey** in 3 different phases. * Help 70% of campaign attendees be vaccinated within **3 months post-education during phases 1,2 and 3.** |
| **Deliverables**: Describe the main deliverables and final product/service/result   * Deliver all 12 documents asked by professor Leon Herszon. * Raise awareness for the efficacy and safety of the Covid-19 vaccines, with underserved communities being the target audience. * Training program for non-profit members * Training program for customers:   + Education: Vaccine distribution timeline / priority groups   + Ethical / equitable approach across various communities   + Vaccine safety |
| **Success Criteria: (**How to measure if the project was successful)   * 60%-80% funding commitment by April 28 * Completion of CCVAI project plan and presentation |
| **Risks**: Describe the main risks already known at this stage   * Resistance from underserved communities * Religious beliefs * Political Influence * Language barrier * Lack of funding * Unable to reach the target people |
| Sponsor’s name and signature, date  Adam Smith 01/20/2021 |