**Project Charter**

**Title:** Team 16 Gunnar|Logan|Colleen|Brady

**G-Business Need/Case (Rough Draft):**.

* Summary: Hamil Home construction has acquired a large subdivision for residential housing and would like to profit by developing and then selling this land as a new residential housing area.
* Business Objectives: To get revenue up, we need to develop this subdivision with quality and time constraints in mind.
* Analysis of the business benefits, costs, risks, and issues.
  + Large upfront cost of $380,000 for the spec home development.
  + Large revenue gain by developing a new residential subdivision and selling the property back once developed.
* Main project requirements:
  + Adhere to quality standards of HHC and have the home built within the 5-month period to prevent the concerns of winter home construction.
* Summarized plan for implementation that includes a schedule and financial analysis:
  + Tasks will be divided into 12 periods for spec home development.

**G-Objective (SMART):** Build a model home that represents our quality standards and unique esthetic to entice families to our newly acquired subdivision for less than $380,000 and by December 1.

**G-Scope Overview:** HHC is hoping to build a spec home as well as prepare our new subdivision for further development.

**C-Deliverables:** *Break down the overall objective into smaller measurable units.*

* Fully functional spec house
* Fully developed subdivision
* Streets, utilities all fully functional
* Lots separated for individual purchase

**C-Risks/Constraints/Assumptions:**

Cost: Overbidding on resources like we have may leave us stretched for money on our budget towards the end and impact the quality of our home.

Scope: Scope can be affected by the stakeholders if they want to implement additional features to the home beyond what was planned. This would broaden our scope and likely raise our costs and push our deadline as a result.

Time: Time may be affected by resources taking longer to complete tasks than expected. It could have a ripple effect if say, a contractor wasn’t able to complete the foundation in time, it would push the rest of the project back causing us to fall behind on tasks dependent on the foundation completing.

**B-Budget/Financials:** The initial budget of this project was $380,000.

**B-Milestone Schedule:**

Table

Description automatically generated

**B-Stakeholders:**

* List of Internal and External Stakeholders

|  |  |  |
| --- | --- | --- |
|  | Internal | External |
| Affected by Project Process | Project Team    Employees | Hamil Family    Neighborhood |
| Affected by Project Result | Project Team    Employees | Hamil Family    Neighborhood |

* Stakeholder Analysis Register

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Stakeholder Names and Roles | How important  (Low-Med-High) | Current Level of Support?  (Low-Med-High) | What do you want from stake holders | What is important to stake holders? | How could stakeholders block your efforts | What is your strategy for enhancing stakeholder support? |
| Hamil Family | High | High | Good Review | Quality Home Construction | They could cut funding | Ensuring that the construction of the home is of high quality |
| Project Team | High | High | Ensure that the project runs smoothly | Making sure that the project stays under budget but is of high quality | It would be highly unlikely that they would block funding | Being courteous to other members of the team |
| Employees | High | High | Quality products | Ensuring they create a quality product or at least to earn money | Create a lower quality product | Pay them a fair wage to ensure that they continue working with us |
| Neighborhood | Med | High | Their support | Quality Construction | Unsure | Ensure that construction goes smoothly and any losses are made up |

**L-Team operating principles:**

Mission Statement: To provide a quality home in a timely manner for a better price than the competition.

Team Rules:

1. **Technology on task** – If working on a computer or phone we should be focused on the meeting objective.

2. **Punctuality** – Be on time for meetings or communicate beforehand if you’re unable to attend.

3. **Be open to new ideas** – Take suggestions from everybody and have open mind.

4. **Come prepared to meetings** - If you're assigned to do something make sure it's completed by meeting time.

5. **Create a timeline and stick to it** – Staying on schedule in and outside of meetings with tasks/objectives.

6. **Address others respectfully** – Ask for pronouns, and what people would prefer to be called.

7. **Camera or audio on during virtual meetings** – Just to ensure that everyone is on task and participating. Also creating better connections with each other. If a group member does not use video, the use of audio is an acceptable form of participation.

8. **Address any concerns to the whole group** - Ensures that problems are made aware to everyone.

**L-Approval Section:**

Logan Ader: Approved 10/24/22

Gunnar Forcier: Approved 10/24/22

Colleen Hoyt: Approved 10/24/22

Brady Sommers: Approved 10/24/22