Project Charter

| **Project Name** |  |
| --- | --- |
| **Project Description** |  |
| **Project Sponsor** |  |
| **Project Team Member(s)** |  |
| **Project Objectives** |  |
| **Project Milestones** |  |
| **Assumptions** |  |
| **Project Completion Date** |  |

**We agree that this is a viable project. The Project Team Member(s) are authorized to begin the planning, design, and development process for this project.**

| **Project Sponsor** |  |
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