Project Charter Template

Comprehensive project charter template following PMI standards

# Project Overview

Provide a brief overview of the project, its purpose, and expected outcomes.

# Project Objectives

List the specific, measurable objectives this project aims to achieve.

# Scope

Define what is included and excluded from the project scope.

# Stakeholders

Identify key stakeholders and their roles in the project.

# Timeline

Provide high-level milestones and timeline for the project.

# Budget

Outline the approved budget and major cost categories.

# Risks and Assumptions

Document key risks and assumptions for the project.