|  |  |
| --- | --- |
| **Project Name:** | **<CLIENT> Operations Compliance Dashboard** |
| **Project Champion:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**   * Ensure high-level <CLIENT> stakeholder satisfaction and support * Inform the team of major issues relating to changes in scope, quality, and schedule |
| **Product Owners:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_\_\_\_\_**   * Provide access to <CLIENT> resources * Review submitted User Stories and provide feedback * Verify project requirements against <CLIENT> goals/needs |
| **PM/Scrum Master:** | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_**   * Balance professional development/project goals * Monitor quality/progress of deliverables and recommendations * Manage client expectations and project schedule/resources * Coordinate with product owner to ensure timely user story review and product testing |

**Business Need/Purpose:**

**Project Objective:**

|  |  |
| --- | --- |
| **To** | Provide <CLIENT> with an operations compliance dashboard |
| **In a way that** | Encourages employees to focus on improving performance in a timely manner |
| **So that** | <CLIENT> can be proactive rather than reactive in order to better align employee actions to <CLIENT> Goals |

**Critical Success Criteria and Measures:**

The successful solution will:



**Assumptions:**

|  |  |
| --- | --- |
|  |  |

**Milestones:**

The following sprint schedule will drive this agile project:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **Sprint 0** | **Sprint 1** | **Sprint 2** | **Sprint 3** | **Sprint 4** | **Attendees** |
| Sprint Goal | **Foundation** |  |  |  |  |  |
| Sprint Start Date |  |  |  |  |  |  |
| Sprint End Date |  |  |  |  |  |  |
| Sprint Duration (Ideal Work Sessions) |  |  |  |  |  |  |
| Sprint Retrospective |  |  |  |  |  |  |
| Sprint Review Meeting |  |  |  |  |  |  |

The team will meet with <CLIENT> prior to project closure to ensure the acceptance of all final deliverables. The project will be considered completed once all deliverables have been submitted by the team and approved by <CLIENT>. Product service and maintenance will be provided for a period of 60 days past project completion.

**Budget:**

**Authorization:**

This project charter is authorized for release once all signatures have been obtained.

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(<CLIENT> Project Executive Champion) Signature Date Accepted

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(<CLIENT> Project Director) Signature Date Accepted

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(<CLIENT> Project Sponsor) Signature Date Accepted

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(UA MIS Faculty Sponsor) Signature Date Accepted

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(UA MIS Project Manager) Signature Date Accepted