**Project Charter**

**Life in the Slow Lane**

**Ric Woods, Project Manager**

**Project Name: Life in the Slow Lane**

# Purpose

# High Level Project Description

# Objectives

* .
* .

# High Level Requirements

* .
* .
* .

* .
* .

# Schedule Milestones of Key Deliverables

|  |  |
| --- | --- |
| **Milestones** | **Finish Date** |
| Project Plan |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| Project Evaluation and Closing |  |

# Resources

**Budget:**



**Personnel:**



**Procurement:**

# Overall Project Risks

|  |  |
| --- | --- |
| **Category** | **Description** |
| Schedule |  |
| Budget |  . |
| Profitability |  |
| Technical |  |
| Organizational |  |
| External |  |

# Project Manager, Project Stakeholders, and Sponsors

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** | **Responsibilities and Authority** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

# Project Approval Requirements and Exit Criteria

will provide the final approval on the completion of the Project.

The project will meet the following exit criteria in order to be closed:

* .

# Party Sponsor & Client Approval Party Sponsor:

Project Manager:

**Version Control**

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| --- | --- | --- | --- |
| **Document**  **Version #** | **Approval Date** | **Modified By** | **Section, Page(s)and Text Revised** |
| O.0.0 |  |  | Original Charter Approved by Sponsor |
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