**PROJECT CHARTER**

**Project Name:**

**Project Purpose:**

**Measurable Objectives and Success Criteria:**

**High-Level Requirements and Scope:**

**Assumptions and Constraints:**

**High-Level Description and Boundaries:**

**High-Level Risks:**

**Summary Milestone Schedule:**

**Summary Budget:**

**Stakeholder List:**

**Project Approval Requirements:**

**Assigned Project Manager:**

**Name and Authority of Sponsor:**

**Approval**

Sponsor Name

Sponsor Signature Date