

PROJECT SUMMARY AND REQUIREMENTS

PROJECT INFORMATION			
Project Name		Project #	
Project manager		Last Updated	
Project Team	Name / Company	Role	Contact
	[Resource 1]		
	[Resource 2]		
	[Resource 3]		
	[Resource 4]		
	[Resource 5]		
Preliminary Budget			

SUMMARY			
Objectives			
Scope	In Scope	Out of Scope	
Deliverables	Deliverable	Due Date	
Key considerations	Assumptions & Constraints	Risks	
		Category	Risk Description
Success criteria	1 -		
	2 -		
	3 -		
	4 -		
	5 -		