



# PROJECT CHARTER

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# PROJECT PURPOSE

MEASURABLE  
PROJECT  
OBJECTIVES &  
RELATED SUCCESS  
CRITERIA

HIGH-LEVEL  
REQUIREMENTS

OVERALL PROJECT  
RISK

SUMMARY  
MILESTONE  
SCHEDULE

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**PRE-APPROVED  
FINANCIAL  
RESOURCES**

**KEY  
STAKEHOLDER  
LIST**

**PROJECT  
APPROVAL  
REQUIREMENTS**

**PROJECT EXIT  
CRITERIA**

**ASSIGNED  
PROJECT  
MANAGER,  
RESPONSIBILITY  
& AUTHORITY  
LEVEL**

**NAME &  
AUTHORITY OF  
SPONSOR/  
AUTHORIZED  
PARTY**

Person(s) authorizing the  
Project Charter