XXX – Project Charter

**Project Name:** xxx

**Project Manager:** @xxx

**Last revision date:** 6/30/2025

**Project purpose statement:** The purpose of this project is to … …

**Project objectives:** To launch a system for … …

# Project scope

In scope requirements

* Req #1 – xxx
* Req #2 – xxx
* …

Out of scope

* xxx
* yyy
* …

Key deliverables

* A
* B
* …

# Resources

* Team A: x people, x hours per week, duration x weeks.
* Team B: …
* $50, 000 budget
* …

# Stakeholders and approvers

* Project sponsor: @xxx, @yyy …
* Approvers: @xxx, @yyy ..