Scope Statement

Organization’s Name:

Project’s Name:

Project Manager:

Sponsor(s), Title:

Organizational Priority (High, Medium, Low):

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Organization’s Mission Statement:

Measureable Project Objectives:

Justification of Project:

Implementation Strategy:

Project Resources – Human and Technical:

Projected Completion Date:

Measures of Success – Include all Metrics:

Assumptions:

Constraints:

|  |
| --- |
| APPROVALS |
| Print or Type Name | Signature | Date |
| Project Manager Approval: |  |  |
| Owner or Sponsor Title and Approval: |  |  |