

Project Plan

The following items should be addressed in your project plan:

Project Name:	
Project Manager:	
Project Sponsor:	

Project purpose, scope, and objective	
Assumptions and Constraints	
Project deliverables and completion criteria	
Project Organization	
Project Schedule	
Major Milestones	
Project Risks	
Resource Requirements	
Roles and Responsibilities	
Criteria for Project Closure	
Subcontractor management <i>(as required)</i>	
Procurement management <i>(as required)</i>	