

Project Definition Form		Date
Project Name/ID:	Project Sponsor:	
Project Manager:	Customer/User:	
Project Background (How it came about):		
Project's Business Purpose (Include Specific Link to Strategic Initiatives):		Project Priority High, Medium, Low
Expected Benefits:		
<p style="text-align: center;">Scope</p> Deliverables (Specific/Measurable):		Element Priority 1 st , 2 nd , 3 rd
Estimated Budget As of _____:		
Estimated Schedule As of _____:		
Major Risks, Constraints and Exclusions (Consider Product, Project, Business, Organizational Risks):		
Contributing Functions or Employees:		
Approvals		
Funding:	Function:	Function:
Technical:	Function:	Function:
Customer/End User:		

