

PROJECT INITIATION DOCUMENT

1. PROJECT DETAILS

Item	Description
Project Name	
Project Start	
Project Close	

2. TEAM MEMBERS

Role	Name
Executive Sponsor	
Business Owner	
Technical Owner	
Technical Project Lead	

3. OBJECTIVE(S)

Objective

4. SUCCESS METRICS

Metric	Baseline	Target

5. SCOPE

Item	Included / Excluded

6. SIGNATURES

Role	Name	Signature	Date
Executive Sponsor			
Business Owner			
Technical Owner			
Technical Project Lead			