
[Project Charter Template](#) [1]

Topics:

[charter](#) [2]

GM-09-003 Project Charter Template

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PURPOSE

A Project Charter is a statement of the scope, objectives and participants in a project. It provides a preliminary delineation of roles and responsibilities, outlines the project objectives, identifies the main stakeholders, and defines the authority of the project manager.

It is usually a short document that refers to more detailed documents such as a business case, scope statement, requirements and project management plan.

The purpose of the project charter is to document:

- Reasons for undertaking the project
- Objectives and constraints of the project
- Directions concerning the solution
- Identifies the main stakeholders

The following section is a template that can be used to create the charter.

Related Files

Attachment	Size
Project Charter Template.pdf ^[3]	143.85 KB

Source URL: <https://gta.georgia.gov/psg/article/project-charter-template-0>