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| **Project Charter** |
| **Project Mission Statement** |
| **Project Purpose and Justification** |
| **High-Level Requirements** |
| **Assigned Project Manager and Authority Level** |
| **Summary Milestones** |
| **Stakeholder Influences** |
| **Functional Organizations and Their Participation** |
| **Organizational, Environmental, and External Constraints** |
| **Business Case: ROI** |
| **Proposed Project Sponsor**  |