PROJECT MANAGEMENT PLAN

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| **Project Title:** |  | | **Date Prepared:** | |  |
| **[Project Life Cycle](#Project_Life_Cycle" \o "Describe the life cycle that will be used to accomplish the project. This may include phases and deliverables for each phase.)** | | | | | | |
| **Phase** | | | | **Key Deliverables** | | |
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| **[Project Management Processes and Tailoring Decisions](#Project_Management_Processes_and_Tailori" \o "Indicate any decisions made to combine, omit, or expand project management processes. This may include defining the specific processes used in each life cycle phase and whether it is a summary or detailed application of specific processes.)** | | | | | | |
| **Knowledge Area** | | **Processes** | | | **Tailoring Decisions** | |
| Integration | |  | | |  | |
| Scope | |  | | |  | |
| Time | |  | | |  | |
| Cost | |  | | |  | |
| Quality | |  | | |  | |
| Human Resources | |  | | |  | |
| Communication | |  | | |  | |
| Risk | |  | | |  | |
| Procurement | |  | | |  | |
| Stakeholders | |  | | |  | |

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**[Process Tools and Techniques](#Process_Tools_and_Techniques" \o "Identify the specific tools and techniques you will be using for the various processes. For example, if you are using a specific cost estimating software or a particular quality control technique.)**

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| **Knowledge Area** | | | **Tools and Techniques** |
| Integration | | |  |
| Scope | | |  |
| Time | | |  |
| Cost | | |  |
| Quality | | |  |
| Human Resources | | |  |
| Communication | | |  |
| Risk | | |  |
| Procurement | | |  |
| Stakeholders | | |  |
| **Variances and Baseline Management** | | | |
| **[Scope Variance](#Scope_Variance" \o "Define acceptable scope variances, variances that indicate a warning, and variances that are unacceptable. Scope variance can be indicated by the features and functions that are present in the end product, or the performance metrics that are desired. )** | **[Scope Baseline Management](#Schedule_Baseline_Management" \o "Describe how the scope baseline will be managed, including responses to acceptable, warning, and unacceptable variances. Define circumstances that would trigger preventive or corrective action and when the change control process would be enacted. Defin....)** | | |
| **[Schedule Variance](#Schedule_Variance" \o "Define acceptable schedule variances, variances that indicate a warning, and variances that are unacceptable. Schedule variances may indicate the percent of variance from the baseline or they may include the amount of float used or whether any schedule....)** | **[Schedule Baseline Management](#Scope_Baseline_Management" \o "Describe how the schedule baseline will be managed, including responses to acceptable, warning, and unacceptable variances. Define circum-stances that would trigger preventive or corrective action and when the change control process would be enacted.)** | | |
| **[Cost Variance](#Cost_Variance" \o "Define acceptable cost variances, variances that indicate a warning, and variances that are unacceptable. Cost variances may indicate the percent of variance from the baseline, such as 0–5%, 5–10%, and greater than 10%. )** | **[Cost Baseline Management](#Cost_Baseline_Management" \o "Describe how the cost baseline will be managed, including responses to acceptable, warning, and unacceptable variances. Define circumstances that would trigger preventive or corrective action and when the change control process would be enacted.)** | | |
| **[Project Reviews](#Project_Reviews" \o "List any project reviews, for example integrated baseline reviews, phase gate reviews, integration readiness reviews, quality reviews, etc.)** | | | |
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