**PROJECT ACTIVITY SCOPE**

|  |  |  |  |
| --- | --- | --- | --- |
| PROJECT NAME: |  | DATE: |  |
| PROJECT DESCRIPTION: |
|  |

|  |  |  |  |
| --- | --- | --- | --- |
| PROJECT START DATE:  |  | PROJECT END DATE:  |  |
| PROBLEM TO SOLVE/OBJECTIVE: | DELIVERABLES AND TIMELINES: |
|  |  |
| METRICS: |
|  |

|  |
| --- |
| **TEAM MEMBER NAMES**  |
| **OE PM/Consultant:** | **Executive Sponsor**: |
|  |  |
| **Project Leads:**  | **Team Members:** |
|  |  |
| **Review Team** (as needed):  |
|  |