

Project Statement Template for Engineering Projects

A **project statement template** for engineering projects provides a clear and concise framework to outline objectives, scope, and deliverables. It ensures effective communication among stakeholders and guides project execution from inception to completion. Using a standardized template enhances consistency and project management efficiency.

Project Statement

Project Title:	[Enter Project Title]
Project Manager:	[Enter Name]
Date:	[Enter Date]
Sponsor/Stakeholders:	[List key stakeholders]

1. Project Overview

[Briefly describe the purpose and background of the project]

2. Objectives

- [Objective 1]
- [Objective 2]
- [Objective 3]

3. Scope

In-Scope:

- [Define what is included in the scope]

Out-of-Scope:

- [Define exclusions]

4. Deliverables

- [Deliverable 1]
- [Deliverable 2]
- [Deliverable 3]

5. Timeline & Milestones

Milestone	Planned Completion Date
[Milestone 1]	[Date]
[Milestone 2]	[Date]

6. Resources & Budget

- Resources Required: [List key resources]
- Estimated Budget: [Amount and currency]

7. Risks & Mitigation

- [Risk 1] â€™ [Mitigation strategy]
- [Risk 2] â€™ [Mitigation strategy]

8. Approval

Name	Role	Signature	Date
[Approver 1]	[Role]		
[Approver 2]	[Role]		

Note: Customize sections as needed to suit the specific requirements of your engineering project.