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| GENERAL PROJECT INFORMATION |
| Project Name: |  |
| Date: |  |
| Executive Sponsor: |  |
| Functional Lead: |  |

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| PROJECT GUIDELINES |
| Proposed Start Date: |  | Proposed End Date: |  |
| Description |
|  |
| Goals |
|  |
| Anticipated ePMO Commitment |
|  |

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| --- |
| ACKNOWLEDGMENT |
| Role | Name |
| Executive Sponsor |  |
| Functional Lead |  |
| Project Manager |  |
| Today’s Date |  |