

# Project Name

DEVELOPMENT PLAN

## *Document Purpose*

The purpose of the document is to outline resources needed to deliver a BI solution proposed, assumptions have been made as well as communicate with stakeholders' scope of work including: milestones and deliverables, schedule, cost, resources, risks.



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# 1. Overview

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[Specify what initiative/project a development plan is for and what it will involve]

# 2. Scope Definition

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[Provide a scope of work and what it consists of]

## 2.1. Assumptions

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[Specify all assumptions have been made, define what is in the scope and what is out. Specify who is providing licenses necessary]

## 2.2. Risks

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[State major risks in a free form text and outline your key risk mitigation and contingency]

# 3. Milestones and Deliverables

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[Fill the table]

Date	Milestone	Deliverable	Responsible for Acceptance of Deliverable
6/30/2014	Project Kick Off	-	N/A
7/3/2014	Local Environment Set Up	A local environment at CSI office that structurally mirrors production (servers, source volume - ~300, etc.)	Coherent Solutions

# 4. Project Schedule and Cost and Resources

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## 4.1. Schedule

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[Provide both when a project is planned to start and end]

## 4.2. Cost

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[Provide the total expected costs as well as additional clarification of outstanding items. If needed specify how project's structure impacts costs.]

### 4.3. Resources

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[Provide a list of resources for each role]

Role	Name
Product Manager – U.S.	
Technical Architect – U.S.	
Business Analyst / Data Architect – Offshore	
Database Developer – Offshore	
Quality Assurance Analyst - Offshore	

### 5. Appendices

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[Provide any additional information if necessary required]

