**![MC900337860[1]]()**

**Project Charter Document**

**Project Name:** Aircraft RD Seven

**Department:** Research and Development

**Focus Area:** New Technology

**Product/Process:** Single Engine Aircraft Line

**Prepared By Marc McCune**

|  |  |
| --- | --- |
| **Document Owner(s)** | **Project/Organization Role** |
| Mr. John Headly | Project Manager Sr. |
| Ms. Joan Smith | Project Manager, Research and Development |
| Mr. Fred Product | Project Manager, Operations and Production |

**Project Charter Version Control**

|  |  |  |  |
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| **Version** | **Date** | **Author** | **Change Description** |
| Initial Release | March 2, 2013 | Marc McCune | Document created |
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# PROJECT CHARTER PURPOSE

The project charter defines the scope, objectives, and overall approach for the work to be completed. It is a critical element for initiating, planning, executing, controlling, and assessing the project. It should be the single point of reference on the project for project goals and objectives, scope, organization, estimates, work plan, and budget. In addition, it serves as a contract between the Project Team and the Project Sponsors, stating what will be delivered according to the budget, time constraints, risks, resources, and standards agreed upon for the project.


# PROJECT EXECUTIVE SUMMARY

* project goals satisfy customer needs with a new innovative product
* objectives develop a single engine aircraft operating on flex fuel
* scope research and development only – certification/production will be a

separate project

* assumptions current technology can be implemented to reach goals
* risks competition and newer technology emerging after plan is set
* costs $3 million dollars have been secured for this project
* timeline two years from charter acceptance
* approach industry standard engineering using CATIA models
* organization research and development


# PROJECT OVERVIEW

The ‘voice of the customer’ has identified the primary reason for not buying our product is cost. One of the costs is the high cost of Av Gas. This product will bring options to the customer that will entice purchase. The initial investment for research and development will be paid for within the first four years of production based on current purchasing trends and market data.


# PROJECT SCOPE

## Goals and Objectives

|  |  |
| --- | --- |
| **Goals** | **Objectives** |
| The project will provide an improved single engine aircraft that will perform on flex fuels | 1. Develop an engine within one year of the project.
2. Perform experimental flight test on a current platform in the next year of the project while developing the companies new airframe.
 |

## Departmental Statements of Work (SOW)

|  |  |  |
| --- | --- | --- |
| **Departmental SOW** | **Owner/Prime** | **Due Date/Sequence** |
| Engineering | Joe Dawkins | 3/15/2013 / 1 |
| Procurement | Sally Parks | 3/20/2013 / 2 |
| Operations | Robert Opehiemer | 3/25/2013 / 3 |

## Organizational Impacts

|  |  |
| --- | --- |
| **Organization** | **Impact to and Participation of Organization** |
| Engineering | Develop build data. High participation leaning to support and end of project |
| Procurement | Purchase raw material and procure supplier support. |
| Operations | Build product to engineering data providing close loop to build vs. data disparities. |

## Project Deliverables

|  |  |
| --- | --- |
| **Milestone** | **Deliverable** |
| 1. New Engine
 | * Computer model simulation complete
* Test bed article built / ground test complete
* Flight test complete
 |
| 1. Recipient Airframe.
 | * Computer model simulation complete
* Test bed article built / ground test complete
* Flight test complete
 |

## Deliverables Out of Scope

Production and certification will be accomplished under a separate project. An evaluation of this projects status will be done at nine months into the project. A successful assessment will trigger the production and certification project to initiate, thus capturing the knowledge and lessons learned from the R & D project.

## Project Estimated Costs & Duration

|  |  |  |  |
| --- | --- | --- | --- |
| **Project Milestone** | **Date Estimate** | **Deliverable(s) Included** | **Confidence Level** |
| 1. New Engine
 | 09/01/2013 | $ 2 million | Medium |
| 1. Recipient Airframe.
 | 12/01/2013 | $ 1 million | High |


# PROJECT CONDITIONS

## Project Assumptions

* Brand X has a similar project in the works.
* Newer technologies will emerge or be imminent before project completion

## Project Issues

**Priority Criteria**

1 − High-priority/critical-path issue; requires immediate follow-up and resolution.

2 − Medium-priority issue; requires follow-up before completion of next project milestone.

3 − Low-priority issue; to be resolved prior to project completion.

4 − Closed issue.

| **#** | **Date** | **Priority** | **Owner** | **Description** | **Status & Resolution** |
| --- | --- | --- | --- | --- | --- |
| 1 | 03/02/2013 | 1 | Joe Dawkins | Computer model vs. build reliability | New software identified, project to provide funding. |
| 2 | 03/02/2013 | 2 | Sally Parks | Some parts unknown / high lead times | Expand supplier data base. Additional suppliers currently being evaluated. |

## Project Risks

| **#** | **Risk Area** | **Likelihood** | **Risk Owner** | **Project Impact-Mitigation Plan** |
| --- | --- | --- | --- | --- |
| 1 | Engine altitude issues | Medium | Joe Dawkins | New software simulates altitude performance |
| 2 | Build Producible | Low | Robert Opehiemer | Enlist current production personnel as part of R & D project. |

## Project Constraints

* Limited funding


# Project Structure Approach

* This project is dependent on the success of the prototype engine
* The overall project will be managed using project management methodologies controlled by the Project Management Office.


# Project Team Organization Plans

|  |  |  |
| --- | --- | --- |
| **Project Team Role** | **Project Team Member(s)** | **Responsibilities** |
| Engineering | Joe Dawkins | Design and development |
| Procurement | Sally Parks | Materials and suppliers |
| Operations | Robert Opehiemer | Build and labor resource |
| Project Manager Sr. | Mr. John Headly | Overall Lead of project |
| Project Manager, Research and Development | Ms. Joan Smith | Lead for planning, quality, and closing project |
| Project Manager, Operations and Production | Mr. Fred Product | Lead for executing, monitor and control of the project |


# PROJECT REFERENCES

|  |  |
| --- | --- |
| **Milestone** | **Deliverable** |
| RD-121121-7, I.R. | Aircraft RD Seven |

# APPROVALS

**Prepared by** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Manager

**Approved by** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Project Sponsor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Executive Sponsor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Client Sponsor


# APPENDICES

## Document Guidelines

RD-121121-7, I.R.

## Project Charter Document Sections Omitted

N/A

