



### **KHA PI Team Charter Supplemental Page**

Shorter versions can be used but must have the following key elements within the Charter:

- Mission statement/Vision statement
- Stakeholders
- Primary Objectives (Deliverables)
- Goal strategies
- Timeline
- *Optional:* Team Name
- *Optional:* Motto

Longer, more complex versions can include many other tasks & processes such as:

- Budgeting
- Milestone achievements with dates & results
- Feedback incorporation
- Adjustments made to initial process plan with dates & rationale