Software Project Management Plan (SPMP) Outline

for Project Name

**Prepared by: Date:**

# Introduction

Project Overview

Project Deliverables

Evolution of the SPMP

Reference Materials

Definitions and Acronyms

# Project Organization

Process Model

Organizational Structure

Organizational Boundaries and Interfaces

Project Responsibilities

# Managerial Process

Management Objectives and Priorities

Assumptions, Dependencies, and Constraints

Risk Management

Monitoring and Controlling Mechanisms

Staffing Plan

# Technical Process

Methods, Tools, and Techniques

Software Documentation

Project Support Functions

# Work Packages, Schedule, and Budget

Work Packages

Dependencies

Resource Requirements

Budget and Resource Allocation

Schedule