**Project plan – Template**

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| **Project Name** |  |
| **Project Description** |  |

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| **Rationale** |  |

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| **Aim and objectives** |  | |
| **Scope** | **INCLUDES:** | **EXCLUDES:** |
|  |  |
| **Outcome** |  | |
| **Deliverables and outputs** |  | |
| **Start date** |  | |
| **Finish date** |  | |
| **Budget** |  |  |
| **Partners** |  | |