

Project Delivery Plan (PDP) Template – Title Page

Project Delivery Plan (PDP)

Project	
Customer	
Date	
Revision	
Author	
Distribution	

PDP Approval

	Project role	Company	Name	Signature	Date
Author	<i>Project Manager</i>				
Reviewer					
Approver	<i>Sponsor</i>				

Project Delivery Plan (PDP) – Table of Contents

Section number	Section title	Page number
1	Executive summary	3–4
1.1	The project	3
1.2	Business background	4
1.3	The Project Delivery Plan (PDP)	4
2	Business plan	5–6
2.1	Business strategy	5
2.2	Business benefits management	6
2.3	Business change management	6
3	Set-up plan	7–10
3.1	Project organization	7
3.2	Project roadmap	8
3.3	Funding strategy	9
3.4	Project scope	10
4	Control plan	11–14
4.1	Contract strategy	11
4.2	Risk management strategy	12
4.3	Project control strategy	13
4.4	Project review strategy	14
5	Appendices	15
5.1	PDP management and control	15
5.2	PDP deliverables	15

1 Executive summary

1.1 The project



1.2 Business background

1.3 The PDP



2 Business plan

2.1 Business strategy



2.2 Business benefits management

2.3 Business change management

3 Set-up plan

3.1 Project organization



3.2 Project roadmap



3.3 Funding strategy



3.4 Project scope



4 Control plan

4.1 Contract strategy



4.2 Risk management strategy



4.3 Project control strategy



4.4 Project review strategy



5 Appendices

5.1 PDP management and control

5.2 PDP deliverables