Cloud Migration Project Charter Outline

1. Project Overview

- Project Name
- Project Sponsor
- Project Manager
- Date of Initiation

2. Purpose and Justification

- Business Need / Drivers
- Expected Benefits

3. Objectives

- High-Level Project Objectives
- Success Criteria

4. Scope

- In-Scope Items
- Out-of-Scope Items

5. Major Deliverables

- Discovery and Assessment Report
- Migrated Applications/Services
- Migration Runbook/Playbooks
- Post-Migration Validation
- Documentation

6. Key Milestones & Timeline

- Milestone 1: Project Kickoff
- Milestone 2: Assessment Complete
- Milestone 3: Migration Complete
- Milestone 4: Post-Migration Review

7. Project Team & Stakeholders

- Project Team Members
- Stakeholders
- Roles & Responsibilities

8. Budget Summary

- Estimated Costs
- Resource Requirements

9. Assumptions, Constraints, Risks

- Major Assumptions
- Known Constraints
- High-Level Risks

10. Approval

- Sponsor Signature
- Date