**PROJECT MANAGEMENT DELIVERABLES TEMPLATE**

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|  | **PROJECT DETAILS** | | | | | **DELIVERABLES** | | **COST / HOURS** | | |
| **STATUS** | **PRIORITY** | **DEADLINE** | **TASK NAME** | **ASSIGNEE** | **DESCRIPTION** | **DELIVERABLE** | **% DONE** | **FIXED COST** | **EST. HRS** | **ACTUAL HRS** |
| Project Name | | | | | |  | 29% | $3,840.00 | 90 | 102 |
| Not Started | High | 00/00/00 | Task |  | details of task here |  | 100% | $200.00 | 30 | 25 |
| In Progress | Medium | 00/00/00 | Task |  |  |  | 50% | $600.00 | 11 | 10 |
| Complete | Low | 00/00/00 | Task |  |  |  | 0% | $800.00 | 12 | 18 |
| Needs Review |  |  |  |  |  |  | 50% | $600.00 | 11 | 10 |
| Approved |  |  |  |  |  |  | 0% | $800.00 | 12 | 18 |
| Overdue |  |  |  |  |  |  | 0% | $800.00 | 12 | 18 |
| On Hold |  |  |  |  |  |  | 0% | $40.00 | 2 | 3 |
| Project Name | | | | | |  | 0% | $0.00 |  |  |
|  |  |  |  |  |  |  | 0% | $0.00 |  |  |
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|  | **PROJECT DETAILS** | | | | | **DELIVERABLES** | | **COST / HOURS** | | |
| **STATUS** | **PRIORITY** | **DEADLINE** | **TASK NAME** | **ASSIGNEE** | **DESCRIPTION** | **DELIVERABLE** | **% DONE** | **FIXED COST** | **EST. HRS** | **ACTUAL HRS** |
| Project Name | | | | | |  |  |  |  |  |
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| Project Name | | | | | |  |  |  |  |  |
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