Project Phase Resource Forecast Form

Project Name

Enter project name

Project Manager

Enter project manager

Project Phase

e.g. Design, Build, Testing

Forecast Date

Phase Duration

e.g. 1 Jan 2024 - 31 Mar 2024

Resource Forecast Details

Role/Resource Type	Required Skillset	Forecast FTE	Start Date	End Date	Notes
Business Analyst	Requirements gathering, process mapping	1.0	2024-01-01	2024-02-15	
Software Developer	React, Node.js	2.0	2024-01-15	2024-03-31	Frontend & Backend
QA Tester	Manual & automated testing	0.5	2024-02-20	2024-03-25	

Comments / Assumptions

Include any relevant notes or key assumptions here.

Approval

Approved By

Approver name

Approval Date

Important Notes:

- This form provides an estimation of resources needed for a specific project phase.
- Forecasts should be reviewed and adjusted regularly as project scope and timelines evolve.
- Include clear assumptions and dependencies where resource needs are uncertain.
- Approval indicates alignment with current project plans and resource availability.