

[Outline]

Web Charter for _____

Website Name:

Date:

Office/ Division/Office Content Lead:

Other Content Contributors:

Scope/Purpose/Goals:

Audiences and Tasks: (Fill in matrix. Add explanatory text if needed)

Task Matrix

Tasks	Audience Type (edit headings to be more specific)				
	Those we serve	Division employee	County Agency	Provider (type)	Researcher/ Media

Specialized content that may require new functionality:

Website Outline