

# Gambill Data Project Requirements Template

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## From Business Pain to Technical Execution

How to use: Fill in the fields below before build work starts. Delete example text as needed.

### Part 1: Business Context (The "Why")

*Most projects fail here. If we don't know the pain, we can't measure the cure.*

**Problem Statement (e.g., "Marketing spend is inefficient because we lack cross-channel attribution.")**

**Target Business Outcome (e.g., "Reduce CPA by 15% via automated dashboarding.")**

**Executive Sponsor (Who holds the budget? Who breaks ties?)**

**Primary Data Consumers (Who actually logs in? e.g., Data Scientists, C-Suite, Analysts.)**

### Part 2: Data Scope & Architecture (The "What")

*Be aggressively specific here to protect your margins.*

**Source Systems (List specific APIs, databases, flat files. "All ERP data" is not a requirement; "Tables X, Y, and Z from SAP" is.)**

#### Data Frequency

- Real-time (< 5 mins)
- Hourly
- Daily Batch

Gambill Note: Real-time architecture increases complexity and cost by ~3x. Verify necessity.

**Historical Data Needs** (e.g., "We need 5 years of history migrated," or "Start fresh from Day 1.")

**Target Platform** (Default: Databricks Lakehouse / Microsoft Fabric)

### Part 3: Governance & Quality (The "Trust")

*This is the Gambill differentiator. We build assets, not liabilities.*

**Data Quality "Must-Haves"** (e.g., "Transaction IDs must be unique," "Email fields cannot be null.")

**Regulatory Requirements** (GDPR, CCPA, HIPAA, SOX.)

#### Sensitivity Level

- Public
- Internal Only
- PII / Confidential (Requires column-level encryption/masking)

**Access Control** (Who is explicitly banned from seeing this data?)

### Part 4: Definition of "Done"

*Ambiguity kills projects. Define the finish line.*

#### Acceptance Criteria

- Pipeline runs successfully for 7 consecutive days without failure.

- Data reconciles with Source System within 0.01% variance.
- Documentation (lineage & data dictionary) is signed off by CDO.

**Out of Scope (Crucial. e.g., "Building the Power BI dashboard is out of scope; we are delivering the Gold table only.")**