**[](https://www.smartsheet.com/try-it?trp=12145&utm_source=template-word&utm_medium=content&utm_campaign=Agile+Epic+Scaled+Agile+Framework+(SAFe)+Template-word-12145&lpa=Agile+Epic+Scaled+Agile+Framework+(SAFe)+Template+word+12145)Epic Scaled Agile   
Framework (SAFe)   
Template**

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| 1. Epic Overview | | | |
| Epic Name | | | |
|  | | | |
| Epic Owner | Epic ID | Creation Date | Last Updated |
|  |  |  |  |

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| --- | --- |
| 2. Epic Description | |
| Summary | Provide a high-level overview of the epic. |
|  | |
| Details | Enter a detailed description of the epic's objectives, outcomes, and value to the organization. |
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| Goals | List the primary goals that the epic aims to achieve. |
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| 3. Business Context | |
| Business Drivers | List the key business drivers or strategic objectives that this epic supports. |
|  | |
| Strategic Alignment | How does this epic align with the organization’s strategic themes or goals? |
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| 4. Value Proposition | |
| Customer Value | Explain the value this epic will deliver to customers. |
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| Business Value | Explain the value this epic will deliver to the business. |
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| Key Metrics | List the metrics that will be used to measure the success of the epic. |
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| 5. Benefit Hypothesis | |
| Hypothesis | Outline the expected benefits of the epic. |
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| Validation | Select the criteria for validating the hypothesis. |
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| 6. Lean Business Case | |
| Problem Statement | Identify the problem or opportunity this epic addresses. |
|  | |
| Proposed Solution | Propose a solution to address the problem or seize the opportunity. |
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| Expected Outcomes | List the expected outcomes and benefits of the proposed solution. |
|  | |
| Economic Impact | Explain the economic impact, including costs and expected ROI. |
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| 7. Scope and Boundaries | |
| In Scope | What is included within the scope of this epic? |
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| Out of Scope | What is excluded from this epic? |
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| 8. Acceptance Criteria | |
| Conditions of Satisfaction | Detail the conditions that need to be met for the epic to be considered complete. |
|  | |
| Definition of Done (DoD) |  |
| Create a checklist of tasks and criteria that must be satisfied for the epic to be marked as done. | |
| TASKS | CRITERIA |
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| 9. Implementation Strategy | | | | |
| Milestones and Phases | | List the key milestones and phases for the epic's implementation. | | |
| MILESTONES | | | DATE / TIME PERIOD | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
|  | | |  | |
| PHASES | | | DATE / TIME PERIOD | |
|  | | |  | |
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| Release Plan | Create a high-level release plan, including major releases and timelines. | | | |
| MAJOR RELEASES | | | | DATE |
|  | | | |  |
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| 10. Enablers | |
| Architectural Enablers | What architectural work is needed to support the epic? |
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| Infrastructure Enablers | What infrastructure work is needed to support the epic? |
|  | |

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| 11. Risks and Mitigations | | |
| Risks | What potential risks are associated with the epic and mitigation strategies? | |
| POTENTIAL RISKS | | MITIGATION STRATEGIES |
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| Risk Mitigation Plan | | Detail the plan for mitigating identified risks. |
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| 12. Stakeholders | | | |
| List of Stakeholders | What key stakeholders are involved in the epic? | | |
| ROLE | | NAME | CONTACT |
|  | |  |  |
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| 13. Dependencies | |
| Internal Dependencies | List the dependencies within the organization that impact the epic. |
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| External Dependencies | List the dependencies outside the organization that impact the epic. |
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| 14. Budget and Financials | |
| Estimated Costs | Estimate the costs associated with the epic. |
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| Budget Allocation | Calculate the budget allocated for the epic. |
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| Financial Tracking | Explain how you will track finances related to the epic. |
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| 15. Approval and Sign-Off | | | | |
| Approval Process | | Explain the process for obtaining approval for the epic. | | |
|  | | | | |
| Sign-off Sheet | Document for stakeholders to sign off on the epic. | | | |
| NAME / ROLE | | | SIGNATURE | DATE |
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| 16. Progress Tracking | | | |
| Status | Enter the current status of the epic (e.g., not started, in progress, completed). | | |
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| Progress Updates | | Provide regular updates on the progress of the epic. | |
|  | | | |
| Key Performance Indicators (KPIs) | | | Select the metrics you will use to track the progress and success of the epic. |
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| 17. Comments and Notes |
| Provide any additional comments or notes related to the epic. |
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