Integrated Project Plan

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| Project Name: Food From Friends |
| Date: 1 November 2019 |
| Project Manager: David Batdorf |

# 1.0 Introduction

This project is designed to tackle two large issues that face society today, by brining people together. The first issue is food waste. According to the USDA somewhere between 30 and 40 percent of the US food supply is lost to waste. The second issue is hunger, which according to USDA 11.1% of Americans lacked enough food to sustain themselves at some point last year. That means over 36 million Americans lack access to an adequate and stable food supply.

We at KISS are developing the “Food From Friends” web application to coordinate individuals to combat these societal issues. The application will use geolocation services to pair individuals, givers, with those who are in need of a food, [recipient](https://www.thesaurus.com/browse/recipient)s. Users will be required to create an account, with authentication provided by (GOOGLE?). Once a user is authenticated, they can set the app to either giver, or recipient mode. Giver mode will allow the user to post available food to users in the [recipient](https://www.thesaurus.com/browse/recipient) mode. Recipient mode allows users to view a local map with pins denoting the recently posted food offerings.

This document is designed to clearly communicate with both the project team and the stakeholders. This document will outline how to communicate with the project team, and provide a development timeline. The document will also define the project risk, along with change procedures and control procedures for cost, and time.

# 2.0 Project Contacts

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| --- | --- | --- | --- |
| **Role** | **Name** | **Organization/Department** | **Phone/E-mail Address** |
| Project Manager | David Batdorf | Project Management | afdave5124@gmail.com |
| User Interaction | Andrew Delgado | Requirements | andrewdelgado88@gmail.com |
| Technical Writer | Ray Gutierrez | Requirements | raygoot@outlook.com |
| Software Engineer | David Markowski | Development | markowskidavid77@gmail.com |
| Integration Engineer | Marcus Jones | Development | marcus.njones2713@gmail.com |
| Test Engineer | James Boehm | Test | boehm22@hotmail.com |

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# 3.0 Communications Management

This table lists the different communication items needed for this project. A communication item may be a Word document, an e-mail, a meeting, or anything called for by another plan.

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| **What** | **When** | **How** | **Responsible** | **Audience** |
| *Project Kickoff* | *24 October 2019* | *Virtual Meeting* | *Project Manager* | *Request comments* |
| *Team Progress Sync* | *Weekly* | *Virtual Meeting* | *Project Manager* | *Update Management on deliverable progress* |
| *Team Deliverable Review* | *Weekly* | *Virtual Meeting with Github collaboration* | *Project Manager* | *Review and critique weekly deliverable.* |

# 4.0 Risk Management

**4.1 Risk Management Strategy**

* Risks will be identified both initially during the planning, and analysis phases of the development lifecycle. Secondly risk will be identified during weekly team syncs, where project management will review weekly work plans.
* The risks associated with this project vary, both in the type and severity of the risk. First the risk exists to users when they meet strangers via the application. The users also have risk from potentially malicious users, such as poisoned food. Risk exists when the application interfaces with outside modules, such as geolocation, authentication and database interface. Risk also exists to the database that contains user data, and current food posts since the database must accept user inputs. Finally, risk exists in the inability to test the full variety of commercially available computing devices.
* The risk associated with the large variety of commercial computers is one that simply must be accepted due to budgetary constraints. The risk to users, both in meeting strangers and accepting food items will be mitigated. The risk associated with external interfaces will be mitigated, and remaining risk, while minimal must be accepted. The risk to the database will be full mitigated to prevent external tampering.

**4.2 Mitigation and Contingency Plans**

To mitigate the risk to users via meeting and accepting food from strangers, a rating system will be implemented. This system will allow users to not only rate the person they interact with, but they can also leave feedback. The risk via external dependencies will be mitigated by choosing a reliable source (google?). The risk associated with database access will be fully mitigated by implemented extremely stringent data input parsing, to detect and

# 5.0 Change Management

The project will follow the standard Software Development Life Cycle change management convention. Any changes made to the project will also require a full team code review, before any changes are committed to the code base.

# 6.0 Time and Cost Management

* The most important aspect to cost control is limiting product changes during deployment.
* Time and costs will be controlled by defining clear, and concise requirements.
* Any changes to requirements require Project Manager approval.
* In the advent of required changes, additional personal will be moved from other roles to ensure a timely development schedule.

# 7.0 Quality Management Plan

Software quality assurance is crucial to the software development lifecycle and must exist during every step of the lifecycle. Deliverable reviews, and project management will be directly part of each step of the development processes to ensure that specifications are followed and potential errors are minimized

Recourses

Food Waste FAQs. (n.d.). Retrieved October 31, 2019, from https://www.usda.gov/foodwaste/faqs.

Frequency of Food Insecurity. (n.d.). Retrieved October 31, 2019, from

https://www.ers.usda.gov/topics/food-nutrition-assistance/food-security-in-the-us/frequency-of-food-insecurity/.