**Risk Management Plan** - **CharityLens**.

**Project Name:** CharityLens  
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### 1. ****Purpose of This Document****

To identify potential risks that may impact the development or success of CharityLens, and outline strategies to mitigate or avoid them. This ensures the project remains on track and secure throughout its lifecycle.

### 2. ****Risk Categories****

| **Category** | **Description** |
| --- | --- |
| Technical Risks | Technology failure, bugs, or system limitations |
| Schedule Risks | Delays due to time underestimation or external issues |
| Security Risks | Data breaches, unauthorized access |
| Security Risks | Users or charities not using the platform |
| Financial Risks | Hosting or tool costs exceeding expectations |
| Team Risks | If working with collaborators, issues in coordination |

### 3. ****Risk Table****

| **Risk ID** | **Description** | **Impact** | **Likelihood** | **Mitigation Strategy** |
| --- | --- | --- | --- | --- |
| R1 | Feature creep (adding too many features) | High | Medium | Stick to MVP scope. Use clear feature roadmap. |
| R2 | Hosting or backend cost overrun | Medium | Low | Use free tiers (e.g., Render, GitHub Pages), optimize DB queries |
| R3 | Delay in development | High | Medium | Follow the timeline, use a task board, track weekly progress |
| R4 | Bugs or security vulnerabilities | High | High | Write unit tests, use secure frameworks, review code regularly |
| R5 | Low user adoption | High | Medium | Collect feedback early, engage with real charities and donors |
| R6 | Domain name taken later | Medium | Low | Monitor domain availability and reserve early if needed |
| R7 | Data loss | High | Low | Use automatic backups and version control (Git + GitHub) |
| R8 | Team coordination failure | Medium | Low | Define clear roles, meet regularly (if working with others) |

### 4. ****Monitoring and Updates****

* Review risk list **biweekly** during development.
* Maintain a risk log (can be a simple Google Sheet).
* Be ready to adjust mitigation strategies as new risks emerge.

### Summary

This Risk Management Plan helps reduce uncertainty by preparing for issues before they occur. By staying proactive and organized, CharityLens will stay on track technically, financially, and strategically.