# Phase 4: Project Planning Phase

**Project Title:** To Supply Leftover Food to Poor (Salesforce Platform)

**Date:** November 01, 2025

**Team ID:** NM2025TMID05348

**Maximum Marks:** 5 Marks

## Product Backlog, Sprint Schedule, and Estimation (4 Marks)

| Sprint | Functional Requirement (Epic) | User Story Number | User Story / Task | Story Points | Priority | Team Members |
|---|---|---|---|---|---|---|
| Sprint-1 | Donor Registration | USN-1 | As a donor, I can register my restaurant/organization and input surplus food details. | 3 | High | Nimmala Durga Mahendra |
| Sprint-1 | Volunteer Onboarding | USN-2 | As a volunteer manager, I can register and assign volunteers for food collection and delivery. | 3 | High | Regadamilli Sai Sankara Manoj |
| Sprint-2 | Recipient Management | USN-3 | As an NGO admin, I can register recipient organizations and define delivery locations. | 4 | High | Nimmala Durga Mahendra |
| Sprint-2 | Automated Assignment | USN-4 | As a system admin, I want to create automated flows that assign food deliveries to volunteers. | 4 | High | Neelapalli Gowtham |
| Sprint-2 | Real-Time Tracking | USN-5 | As a volunteer, I can update delivery status (collected, en-route, delivered) in real-time. | 3 | High | Omirajul Sravani |
| Sprint-3 | Data Protection Rules | USN-6 | As a system admin, I want to create business rules that prevent deletion of volunteers and events assigned to active distributions. | 5 | High | Nimmala Durga Mahendra |
| Sprint-3 | Dashboard & Analytics | USN-7 | As an NGO manager, I can view real-time dashboards showing food distributed, donors engaged, and impact metrics. | 4 | Medium | Regadamilli Sai Sankara Manoj |
| Sprint-4 | Mobile Notifications | USN-8 | As a recipient, I receive SMS/email notifications when food is assigned and en-route. | 3 | Medium | Neelapalli Gowtham |

| Sprint | Functional Requirement (Epic) | User Story Number | User Story / Task | Story Points | Priority | Team Members |
|--------|-------------------------------|-------------------|-------------------|--------------|----------|--------------|
| Sprint-4 | Testing & Validation | USN-9 | As a QA tester, I should verify that all features work as expected in pilot deployment. | 4 | High | Nimmala Durga Mahendra |
| Sprint-4 | Documentation | USN-10 | As a developer, I want to document the system architecture, workflows, and user guides for stakeholders. | 3 | Medium | Regadamilli Sai Sankara Manoj |

## Project Tracker, Velocity & Burndown Chart (4 Marks)

## Sprint Schedule & Progress

| Sprint | Total Story Points | Duration | Sprint Start Date | Sprint End Date (Planned) | Story Points Completed (as on Planned End Date) | Sprint Release Date (Actual) |
|--------|--------------------|----------|-------------------|---------------------------|--------------------------------------------------|-------------------------------|
| Sprint-1 | 6 | 6 Days | 01 Nov 2025 | 07 Nov 2025 | 6 | 07 Nov 2025 |
| Sprint-2 | 11 | 7 Days | 08 Nov 2025 | 15 Nov 2025 | 11 | 15 Nov 2025 |
| Sprint-3 | 9 | 7 Days | 16 Nov 2025 | 23 Nov 2025 | 9 | 23 Nov 2025 |
| Sprint-4 | 10 | 7 Days | 24 Nov 2025 | 01 Dec 2025 | 10 | 01 Dec 2025 |
| **Total Story Points: 36 | Total Duration: 27 Days** | | | | | |

## Velocity Calculation

Average velocity = (Total Story Points Completed) / (Total Duration in Days)

**Total: 36 points over 27 days → Velocity = 1.33 points/day**

## Burndown Chart

A burndown chart is a graphical representation of work left to do versus time. It is used in agile methodologies such as Scrum to track sprint progress. The chart visualizes whether the team is on track to complete all work by the planned sprint end date. As work is completed, the remaining story points decrease, ideally approaching zero by the sprint conclusion.

# Team Responsibilities & Resource Allocation

## Team Members & Roles

- **Nimmala Durga Mahendra** (Team Lead): Donor registration module, data protection rules, testing & documentation.
- **Regadamilli Sai Sankara Manoj** (Business Analyst): Volunteer management, dashboard & analytics, final documentation.
- **Neelapalli Gowtham** (Salesforce Developer): Automated workflows, mobile notifications, integration testing.
- **Omirajul Sravani** (QA Engineer): Real-time tracking validation, feature testing, UAT coordination.

## Key Deliverables by Sprint

| Sprint | Deliverable |
|---|---|
| Sprint-1 | Donor & Volunteer registration modules operational and tested |
| Sprint-2 | Recipient management, automated assignment flows, real-time tracking working end-to-end |
| Sprint-3 | Data protection business rules enforced, analytics dashboards visible to all stakeholders |
| Sprint-4 | Mobile notifications live, full system tested, comprehensive documentation ready for deployment |

## Risk Management & Mitigation

| Risk | Probability | Impact | Mitigation Strategy |
|---|---|---|---|
| Salesforce API rate limits during high volume distribution | Medium | High | Implement batch processing and async flows |
| Volunteer availability during peak hours | High | Medium | Pre-schedule shifts; build volunteer reserve pool |
| Data quality from donors (incomplete food info) | Medium | Medium | Implement validation rules; provide donor training |
| Integration delays with third-party logistics | Low | High | Start integrations early; have manual fallback |

## Success Criteria

- ✅ All 36 story points completed within 27-day timeline.
- ✅ 98%+ system uptime during pilot phase.
- ✅ Minimum 100 food donations processed successfully in first month.
- ✅ Minimum 50 volunteers actively engaged in deliveries.
- ✅ Minimum 500 meals distributed to recipients in first month.
- ✅ User satisfaction score ≥ 4.5/5.0 from donors, volunteers, and recipients.

- ✅ Zero data loss incidents; all business rules functioning as designed.

## Conclusion

The project planning phase outlines a structured, 27-day agile sprint schedule to deliver the "To Supply Leftover Food to Poor" Salesforce platform. With a total of 36 story points distributed across 4 sprints, clear team responsibilities, and defined success criteria, the project is positioned for successful delivery. The velocity metric of 1.33 points/day ensures realistic timelines. Comprehensive risk mitigation strategies and resource allocation maximize the probability of on-time, high-quality delivery that generates measurable social impact.