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| INTERNATIONAL SOCIETY FOR KRISHNA CONSCIOUSNESS, BANGALORE  ISKCON Bangalore |
| **Project Charter** |
| GBC Portal |
| Prepared by  **Janaki Vallabha Dasa, Division Head - IT**  Approved by  **Satya Gaura Chandra Dasa, Project Sponsor** |

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| **Project Code** | IT/16-17/001 | | |
| **Project Name** | GBC Portal | | |
| **Tentative Start Date** | June 01, 2016 | **Tentative End Date** | August 30, 2016 |

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| **Business Case** |
| Governing Body Commission (GBC) of the Hare Krishna Movement is the ultimate managing authority of the society, comprised of 10 members who are individually responsible for overseeing the administrative and spiritual standards in the centers of Hare Krishna Movement. GBC members also supervise specific projects, initiatives, and ministries. The GBC body convenes once in 3 months for their General Meeting to discuss proposals, specific issues and projects within the Hare Krishna Movement, and pass resolutions by way of a voting process. |

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| **Project Objective** |
| To create a web portal through which the managing authorities and secretaries from the centers of the Hare Krishna Movement can have access to the resolutions passed in the GBC meetings. The portal shall allow the GBC Secretariat to track the action items and ensure closure. |

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| **Project Scope** |
| The following modules are included in the scope:   * Manage Resolutions (create - edit - view - categorize - tag - set visibility - validate) * Manage Action Items (assign - track status) * Manage Users (their roles and access permissions) * Search Resolutions (text based search & Advanced Search) |

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| **Dependencies** |
| The past resolutions need to be revisited to ensure proper categorization.  If the resolutions are encrypted then the text based Search feature will not function. We shall include an option to encrypt a particular resolution. But this has to be used very cautiously.  The resolutions marked as public facing will be automatically published in the GBC website. The resolutions need to be properly worded for public consumption. |

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| **Constraints** |
| **Browser Compatibility:** The GBC portal will be made compatible to the following browsers:   * Mozilla Firefox * Google Chrome * Safari for Macintosh   Internet Explorer is out dated and does not follow the W3C standards. For a better experience, users shall avoid using the Internet Explorer for accessing the portal.  **Responsiveness:** The site is responsive and can be accessed in mobile devices. However, since we are not planning to develop mobile app versions of the portal (due to lack of in house skills and the huge cost involved in outsourcing this activity) the user may not have the same experience as they have while using the portal through a desktop or laptop computer.  Search Engines like Google, Yahoo etc. are working on their search algorithms from many years and it is not feasible to incorporate all such features available in Google Search. The search feature provided here is a simple text based search as in the initial days of Google. |

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| **High Level Requirements** |
| The GBC portal will be developed with the following features:   * The GBC Secretariat (or authorized user from the GBC secretariat) can create the resolution in the portal, categorize it and set the visibility (who can view what) * The resolution can be edited before publishing. But once published, if the resolution is edited, the changes will be logged and it can be published only after approval. * Once in 6 months, the resolutions are marked for review. The GBC secretariat can check the resolution and see whether it is still valid. Invalid resolutions can be taken back to the GBC forum for further discussion to pass revised resolution. * The resolutions can be tagged with center, trust, or ministry as per applicability. * Each resolution may give rise to one or more action items, assigned to an action owner. * The action owner can view the list of action items and update the status of the same. * The GBC secretariat (or authorized user from the GBC secretariat) can view the action items, track the status and follow up with the action owners to ensure completion. * The portal users can search for a resolution (Google-like Search or Advanced Search) * The portal users are also given an option to comment on a discussion point or a resolution. The GBC secretariat can decide whether this option need to be given or not. * The portal will also include an administration module for user access management. |

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| **Cost Estimation** | | |
| **S. No.** | **Module** | **Cost** (INR) |
| 1 | Manage Resolution (38 man days) | **115000.00** |
| 2 | Manage Action Items (17 man days) | **50000.00** |
| 3 | Manage Users (18 man days) | **55000.00** |
| 4 | Search Resolutions (10 man days) | **30000.00** |
| **Total Budget** | | **250000.00** |

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| **Project Steering Team** | | | |
| Name | Designation | Mobile | E-mail ID |
| Satya Gaura Chandra Dasa | Project Sponsor | 9390964230 | sgcd@iskconbangalore.org |
| Krishna Sakha Dasa | GBC Secretariat | 9319922660 | krsd@hkm-group.org |
| Janaki Vallabha Dasa | Program Manager | 9342671724 | jnvd@hkm-group.org |

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| **Project Execution Team** | | | |
| Name | Designation | Mobile | E-mail ID |
| Janaki Vallabha Dasa | Program Manager | 9342671724 | jnvd@hkm-group.org |
| Ayyappa Dasika | Manager - Infrastructure | 9342312504 | ayyappa.dasika@hkm-group.org |
| Jaya Ganesh G | Project Manager | 7353760777 | jayaganesh.g@hkm-group.org |
| Sreedhar Sasala | Developer | 9019709707 | sreedhar.sasala@hkm-group.org |
| Basavaraj K | Developer | 9743777536 | basavaraj.sk@hkm-group.org |

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|  | Program Manager | Project Sponsor |
| Name | Janaki Vallabha Dasa | Satya Gaura Chandra Dasa |
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