Project Planning Phase

Date		
Team ID	LTVIP2025TMID31460	
Project Name	To Supply Leftover Food to Poor	
College Name	Ideal Institute Of Technology	

Project Planning Template

1. Project Title

To Supply Leftover Food to Poor

2. Project Objectives

- Reduce food wastage by collecting surplus food from restaurants, events, and households.
- Deliver leftover food to underprivileged and homeless communities.
- Create a digital platform to connect donors, volunteers, and NGOs.

3. Project Scope

In Scope:

- Web and mobile app development.
- Real-time food donation and pickup tracking.
- Volunteer task assignment.

- Integration with Google Maps for delivery.
- Feedback system for quality monitoring.

Out of Scope:

- Managing funding or financial donations.
- Building hardware infrastructure (e.g., cold storage).

4. Project Timeline

Phase	Duration	Dates
Planning	2 days	June 12 – June 13
Design (UI/UX)	3 days	June14 – June 16
Development (MVP)	8 days	June 17 – June 24
Testing & QA	3 days	June 25 – June 27
Deployment & Feedback Loop	3 days	June 28 – June 30

5. Key Milestones

Milestone	Target Date
Finalize project requirements	June 13
UI/UX design approval	June 16
MVP functional version ready	June 24
Performance testing completed	June 27
Go-live	June 30

6. Team Roles & Responsibilities

Role Responsibility

Project Manager Oversee planning, execution, and

timelines

Developer Build front-end and back-end systems

UI/UX Designer Create wireframes and app design

QA Engineer Conduct testing and ensure quality

Volunteer Manager Coordinate real-world pickup/delivery

7. Budget & Resources (Optional)

Resource Estimated Cost / Availability

Hosting (Cloud) ₹2,000/month

Domain & SSL ₹1,000/year

Developer Time 100 hours

Marketing Materials ₹5,000

8. Risk Management

Risk Mitigation Strategy

Low volunteer availability Allow advance scheduling and notifications

Data loss or security breach Regular backups and encrypted data

storage

Food spoilage during delivery Set pickup time limits and alerts

9. Communication Plan

Stakeholder	Communication Method	Frequenc y
Team Members	WhatsApp / Email	Daily
NGO Partners	Zoom / Email	Weekly
Donors / Users	App Notifications	Real-time
Volunteers	SMS / App Alerts	Real-time