ANNUAL FUNDS

(0.0.1, Scrum Step 0)

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| Date: | Oct 24, 2017 |
| From: | [Your name and contact information] |
| Subject: | Annual Funds Charter |

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| **Version** | **Date** | **Author** | **Description** |
|  | Oct 20, 2017 | Team | Draft initiated |
| 1.0 |  |  |  |
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# **Description**

Annual Funds’ is a website and a database to be used by Siena College’s Annual Funds. We provide a system for connecting volunteers to potential donors during the fiscal year. With extensive features and administrative controls to provide convenience and structure for the Annual Funds.

# **Business Justification**

This project is necessary as we seek to improve from the paper files to a competent web service. We measure our success by our clients feedback with regards to our service. Our measurement is in respect to our process and how it is an improvement from their current method.

# **Estimated Level of Effort and Schedule**

▪ Headcount: 5 people (by job function)

▪ Rough schedule range: Delivery in the Q4 timeframe.

# **Risks, Assumptions and Constraints**

We will have to discover how to sync a database that we do not have control over with our own created database.

**Key Roles**

**Fall 2017**

Sponsor - Nancy Bielawa

Scrum Master - Robert Bebber

Product Owner - Tim Saxe

Development Team - Tom Caron

Eric Sauer

Nick Marotta

Acceptance

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|  |  |
| Submitter’s signature | Sponsor’s signature |
|  |  |
| [Your name] | [Sponsor’s name] |
|  |  |
| [Your title] | [Sponsor’s title] |
|  |  |
| Date submitted | Date accepted |