**Project Proposal**

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**Supervisor : Mr Francis Murphy**

**Title**

Light Charity

**Introduction**

The charity is about collection of funds from its member and distribution of funds to various charitable institutions. There are several charitable institutions which are in needs of funds.

**Surveys of institution**

The staff of Light Charity undergoes surveys to decide which institution should receive funds. The selection criteria depend upon…

* Purpose of the institution
* Willingness of members to make donation to that institution
* Requirements of the institution
* Availability of funds

**Setting up Charity Event**

After deciding the charitable institution to make donation, the staff of Light Charity set up a charity event and announce the member about the event. The staff also defined the fund/material collection period for the charity event.

**Donation of materials and funds**

The members can make donation of funds as well as materials such as books.

**Distribution of materials and fund**

After reaching the end date of collection, the staff distributes funds and materials collected to the charitable institution. The staff announced the collected fund amount and the lists of materials collected to the members.

If the funds collected are more than the required amount, the extra amount is transferred to the reserved funds. The reserved funds are in the event of shortage of funds.

**The Volunteer Event**

Sometimes, there are volunteer events set up by Light Charity such as teaching children at the orphanages. The member can make registration to participate in volunteer event.

**Key Phrases**

* Setting up Charity Event
* Donation of funds or materials to the charity event
* Distribution of funds and materials to charitable institution
* Recording of usage or transfer of funds from reserved fund
* Volunteering for event

**Objectives**

The primary objective of the system is to develop a web site for Light Charity. The main aim is for the better communication of information between members of the charity.

**Setting up Charity Event**

In the process of setting up the charity event, the staff broadcast the charity event information through the web site. The information is instantly available to the member of Light Charity. By knowing the information about charity event in time, the member can make donation easily. Distribution information through the Internet is the most effective communication and it is likely to collect more funds.

**Donation of funds or materials to the charity event**

There are three forms of donation of funds and materials to the charity. The member can make donation to charity event within specified dates.

First is offline fund donation. The staff collects the fund donated by the member and uploads the information to the website. All the donation information is available from the web site and this can greatly encourage other member participation in donation.

Second is online fund donation. The member who has the online account can make donation through the web site.

Third is material donation. The staff collects the materials donated by the member and uploads the information to the website.

**Distribution of funds and materials to charitable institution**

After ending of collection period, the staff distributes fund and materials collected to the designated charitable institution. The distribution record is displayed on the website.

**Recording of usage or transfer of funds from reserved fund**

In the event of the funds collected are more than required, the funds are transferred to the reserved funds for later use such as in the event of fund shortage. The fund transfer information is also available on the website and this can greatly increase the trust building between members and Light Charity.

**Volunteering for event**

Light Charity usually participates in volunteering events. The staff announces the volunteering event through the web site and the member can notify participation in web site.