

# **Albany Andhra Association**

## **Project Charter and Plan**

**Pallamalli Village, Chimakurthy Mandal**

**Prakasam DT, Andhra Pradesh 523226**

**INDIA.**

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Current Version:

Final version: 2.0 dated 25Mar2016

**Second draft version 1.1 dated 09 Mar 2016**

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*Initial draft version 1.0 dated 13 Feb 2016*

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## **Contents**

1. Project Description.....	3
2. Project Purpose.....	3
3. Business Case .....	5
4. Business Requirements.....	5
5. Assumptions.....	5
6. Constraints .....	6
7. Risks .....	6
8. Project Deliverables .....	6
9. Project Milestones .....	7
10. Project Manager .....	8
11. Project Roles and Responsibilities.....	8
12. Project Life Cycle Methodology and Tools.....	8
13. Authorization.....	9

*Note: Select all (ctrl + A) and hit the "F9" key to update all document references and the table of contents*

## 1. Project Description:

To arrange medical camp for the public of below villages (targeting **1000 subjects**) in, Chimakurthy Mandal, Prakasam DT, AP in liaison with local Lions Club of Chimakurthy, Prakasam Dt.

- 1) Pallamalli
- 2) Chandrapadu
- 3) Nekunambadu
- 4) Llapavuluru
- 5) Gadiparthivaripalem
- 6) Bandlamudi
- 7) NTR Nagar
- 8) Manchikalapadu

<u>Doctor's Participant Team:</u>	
Dr.M.Hanumantha rao	: General
Dr.- Krishna Karthik	: Ortho
Dr. Krishna rao	: Urology
Dr. M.Krishna rao	: Diabetic& Foot Care
Dr. G.Ramamohan	: Dental
Dr. B. Jawaahaar	: General

<b>Medicines Distribution (Faculty Wise). All medicines purchased would be generic for cost effectiveness</b>			
<u>Anti Hypertensives</u> Telmesertan & Olmesertan Prolomet - XL 25 Prolomet - XL 50 Stamlo - 5 Dilnip- 5 Dilnip-10 ClopidogrelAspirin	<u>Antidiabetics</u> Metsmall - 500 Metsmall - 1000 Glimy - N Glimy - M2 Vobose - M Pooglit -15 Pioglit - 30	<u>Ortho</u> Aceclopara Gabaricn -150 Zecerein- GM Flavojoint - 250 Miofree -A4 Oxalgin Nanogel Calcium Supplement	<u>Urology</u> Niftran Dutas-T Trabest Nitravet Ston Dinapress Uticept Duralast
<u>General Medicines</u> Acebrophylline Aceclopara Allrite Montek -2C Mondeslor Maxgalin - Mer 75 Betahistines Ultracet Ca supplements Iron Statins	<u>Syrups:</u> Aristozyme Dia lex - PC B- Complex Multivitamin Lacti hep Aversa Inhaler Formotlo R/C	<u>Dental</u> Cefixime 200 500 tablets Metrogy 400 500 tablets Sigmoflam 500 tablets Ketaro 200 tablets	<u>Antibiotics:</u> Forenza - 325 Ceftas -CV Azee -500 Azifine - C 250 Clavidur - 625 L- Cin - 500 Orno F

## **Project Purpose**

***State the purpose of the project. Tie the purpose to the organization's strategic goals and objectives if possible. Tell the reader why this project is being started and what need it is fulfilling. Identify if there are any specific mandates, policies or laws that are driving this change.***

After discussion with the local doctors and reviewing the reports of medical health organizations, Dr. B. Jawahar , Charter President , Lions Club of Chimakurthy approached AAA team; requesting support in conducting a medical camp in Pallamalli village, Chimakurthy Mandal, Prakasam DT, AP.

During the verbal exchange made with one of the AAA, board director, Mr. Chandra Narisetty on 10Jan2016; Dr B. Jawahar stated that “The people consuming uranium-contaminated drinking water are suffering from kidney related problems and families and children are suffering from fluorosis in the nearby villages. Of these approximately 90% were from a poor background. Approximately 50% of the beneficiaries were women, the majority targeted beneficiaries were poor people and economically deprived community people, and from neighboring villages.

Oncologist D.K. Raju Naidu of GGH said, “Those who consume uranium contaminated drinking water have increased risk of cancer.” And this article was published in Deccan Chronicle epaper Sep 25, 2014, 7:05 am IST.

In Chimalamarri village under Chimakurthi mandal, more than 40 persons have been suffering from kidney problems. Both kidneys were damaged in some cases. Medical tests conducted by a hospital revealed that another 40 to 60 people are also facing a similar threat and their children are suffering from fluorosis.

After fluoride, it has been found that ground water in 46 villages under Peddacherlapallil, Chandrasekhara Puram and Chimakurthy mandals in Prakasam district contains uranium. This was revealed in a chemical analysis test conducted by the rural water supply department at a testing lab in Hyderabad in 2014.

Groundwater in Diwakarapuram village under P.C. Palli mandal contains the highest traces of uranium, 48.863 parts per billion (ppb), and in Hariramarajapalem Colony it is 41.818 ppb. Similarly, the groundwater at Harijana Colony contains 35.369 ppb of uranium and it is 28.093 ppb in P.C. Palli mandal. In Chandrasekhara Puram mandal, groundwater contains 17,723 ppb uranium and at Aripalem its 10.828 ppb. In Naidupalem village it's 3.233 ppb and in Bandlamudi Chimakurthy mandal it is 4.775 ppb. However, the level of uranium presence is below the permissible limit of the Atomic Energy Regulatory Board, which is 60 ppb. Still, the threat cannot be overlooked.

So the arranging a medical camp and the immediate need to the aforementioned village public was expressed by local members of Lions Club organization, Chimkaurthy requesting AAA for sponsorship to bring awareness in the local communities and to educate about drinking purifying water; to perform preliminary examinations of the public for the above neighboring villages; requesting AAA to arrange the sponsorship from AAA to provide the following services on the day of medical camp:

## 2. Business Case

*Provide information on how the project going to benefit the organization. Discuss the alternatives that were considered, if any, and provide information on how the organization came to the selected approach.*

By executing this project, will meet AAA objective of “To serve backward regions of Andhra Pradesh through sustainable community based projects in public health, medical, education, sanitation and cultural propagation”.

## 3. Social Requirements

*Identify the high level business requirements that the project is going to fulfill. Remember that this is not a detailed list of system requirements.*

Sponsoring funds approximately INR 80,000 towards the arrangement of the following on the day of medical camp at the camp site.

AAA Sponsorship: USD 1250.00 (B.V. Rao USD 500 + Chandra Narisetty USD 250 + GE Match USD 500)

### **Item wise budget proposal:**

Medicine	Rs.60000
Hand bills	Rs.5000
Auto canvas	Rs.3000
Chairs, tables and tent	Rs.5000
Water and glasses	Rs.3000
Banners	Rs.1500
Transport	Rs.3000
Lunch for Volunteers & Doctors	Rs.6000
Printing prescription Pads w/AAA logo	Rs.1500
Badges	Rs.500
Lab material	Rs.5000
Total (approximately) INR 93,800/-	

Lions Club of Chimakurthy will cooperate in conducting the medical camp which proposed on 3<sup>rd</sup> Apr, 2016 also bears 15% of the expenses.

## 4. Assumptions

*Assumptions are conditions at the start of the project that must be considered. For example, when developing the new software system that is going to take 3 years to fully complete, an assumption could be that the project budget is approved each year for three years so that the project scope is not impacted.*

- a) The major funding source for this project is to be provided by AAA.

- b) Lions Club of Chimakurthy will be contributing 15 % of the total estimated costs including arranging volunteers for campaigning in neighboring villages to mobilize the subjects to the camp site , arranging human resources, volunteers to set up of medical camp.
- c) AAA will provide guidance and procedures to achieve the main goal of medical camp Will develop road-map for future sustenance.

## 5. Constraints

*Constraints are situations or events on the ground that must be considered and accounted, for which the project has no control over. For example, a constraint can be a hard deadline or completion date. Other constraints could be resources, tools or hardware – so that if the project has no budget for additional servers, then the project must find a way to develop the new system using the hardware already in place. This could mean juggling servers to fit specific development environment needs while ensuring that the production environment stays up.*

- a) Proposed date of medical camp is on either 03Apr, 2016 or 10Apr,2016.
- b) Finding appropriate resources at the Village level to contribute towards the project.
- c) To bring awareness in the community with the help of local Lions Club volunteers.

## 6. Risks

*State the known risks. These risks are generally at a high level since not much is known about the details of the project yet. If a Benefit-Cost Analysis was performed, then risks identified during the Benefit Cost Analysis should be placed here. For example, if the project is going to span 5 years and touch multiple third party systems, then integration and technology change would be risks to consider here. For examples on how to write a risk statement, visit <http://www.pmdocuments.com/category/risk-management/>*

- a) Fund-rising and local partnership at the local village would be a risk but this will be minimized by closely monitoring the project status from the day of campaigning.

## 7. Project Deliverables

*Document what is going to be delivered at the completion of the project.*

Sponsoring funds approximately INR 80,000 towards the arrangement of the following on the day of medical camp at the camp site.

**Item wise budget proposal:**

Medicine	Rs.60000
Hand bills	Rs.5000
Auto canvas	Rs.3000
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Printing prescription Pads w/AAA logo	Rs.1500
Badges	Rs.500
Lab material	Rs.5000
<b>Total (approximately) Rs. 93,800/-</b>	

Lions Club of Chimakurthy will cooperate in conducting the medical camp which proposed on 3<sup>rd</sup> Apr, 2016 and also bears 15% of the expenses.

## 8. Project Milestones

Identify the project milestones.

<b>Milestone Date</b>	<b>Milestone Name</b>	<b>Milestone Description</b>
03-Feb-2016 / 09Mar2016	Submission of Project Charter	Obtained completed project request form from the Dr. B Jawahar, Lions Club of Chimakaurthy.
13 Feb 2016 / 13Mar2016	Approval of Project Charter by AAA Board	Draft Version 1 submitted on 13 Feb2016. Draft version 1.1 submitted to board on 09Mar2016 for 13Mar2016 board meeting review and approval.
09Mar2016 13Mar2016	Prepare Project Plan Approval of Project Plan	Done Project approved on 13Mr2016 and initial funds released on 19Mar2015 INR 50,000
15Apr2016	Final Receipts;	Itemized cost description obtained and incorporated in the charter of both versions. Current version , discussed and deleted Doctors remuneration INR 6000 that was proposed initially. Requested the Lions Club member's to motivate and encourage the doctors for doing social service and support Non profit Organizations across the globe for benefit of the society. The final statement of expenses will be obtained from the lions club of Chimakurthy organizers by collecting receipts and supporting documentation.
19Mar2016	Award the Contract	Initial funds released on 19Mar2016 INR 50,000
03Apr2016	Install Equipment	Mobile X-ray, temporary lab set up Camp tents, tables and chairs
15Apr2016	Lessons learned	One week after the medical camp, request and obtaining the balance sheet, pictures, videos of the camp and discuss on issues raised during this initial project. A preliminary feedback will be obtained from AAA member who will be attending on the day of this medical camp.
30Apr2016	Project Closure report	Will proceed based on the project feedback.

## 9. Project Manager

**Mahesh Nallamothu will be the project manager and his responsibilities are listed as below**

- 1) Prepare the Project Schedule
- 2) Assign Resources for the project activities
- 3) Begin Procurement Process
- 4) Define Procurement Methodologies
- 5) Present the Quotes to the Board
- 6) Get approval from the Board
- 7) Release PO's
- 8) Award contracts
- 9) Maintain Documentation
- 10) Submit status reports to the Board.

## 10. Project Roles and Responsibilities

**Define the other key roles and responsibilities within the project team. For example, if the project team has functional team leads, then document them here. The table below provides a quick way to identify specific people within a role:**

<b>Name</b>	<b>Role</b>	<b>Responsibilities</b>
Mahesh Nallamothu	Project Manger	As listed above
Chandra Narisetty	Project Lead	Find Local Partner Ship Help project manage in getting Quotes Help finding the Work force for the Project Provide Assistance in preparing status Report
AAA Board	Project Oversight Committee	Ensure proper Process is followed in Selection of Vendors and cost Ensure work is completed as per stated in the documents Ensure Project goals are attained Ensure Project Status Reports are Submitted
BV Rao	Secretary	Validate all the quotes for the project Ensure funding stream for the Project Documentation as per requirements
Srinivas Nidamanuri	Treasurer	Ensure the Quotes are valid Ensure that funding is available

## 11. Project Life Cycle Methodology and Tools

**The Project shall follow Agile Scrum Process for Development of the application and shall take up the Sprints and Assign appropriate resources for the same.**

All documentation will be maintained in AAA Website.



## 12. Authorization

Provide the names of those business sponsors that must sign the Project Charter. Once the project Charter is signed by the project sponsors, the project is authorized to start.

### AAA Board Approval

\_\_\_\_\_ Date: \_\_\_\_\_

Approved by the Project Sponsor: [Shiva Ganapatiraju – **President**]

\_\_\_\_\_ Date: \_\_\_\_\_

Approved by Project Major Donor: [Veerabhadrarao Bheemineni]

\_\_\_\_\_ Date: \_\_\_\_\_

[Veerabhadrarao Bheemineni - **Secretary**]

\_\_\_\_\_ Date: \_\_\_\_\_

[Venkata Srinivas Nidamanuri - **Treasurer**]

\_\_\_\_\_ Date: \_\_\_\_\_

[Mahesh Nallamothu - BOD]

\_\_\_\_\_ Date: \_\_\_\_\_

[Chandra Sekhar Narisetty - BOD]

\_\_\_\_\_ Date: \_\_\_\_\_

[Chandra Sekhar - BOD]

\_\_\_\_\_ Date: \_\_\_\_\_

[Chandini Kilaru - BOD]