



# **WEB APP DEVELOPMENT PROPOSAL**

**SUBMITTED TO**

**ICTC Ram Rukmani Charitable Private Trust (IRRT)**

**IDEA GEN PVT. LTD.**

**PUTALISADAK, KATHMANDU, NEPAL**

# IRRCT Grant Management and Budget Tracking System

## Introduction

This addendum outlines the proposal for the development of a robust digital system for managing funding applications, budget disbursement, progress tracking, donor management, and volunteer coordination for the **ICTC Ram Rukmani Charitable Private Trust (IRRCT)**. The aim is to streamline operations, enhance transparency, and ensure accountability across all levels of the trust's charitable activities.

## Core Modules & Features

### 1. Grant Application & Review Workflow

- **User Registration:**

Individuals or organizations can register on the IRRCT platform and submit detailed grant applications, including documents, images, and other necessary files.

- **Initial Screening by Reception User:**

A designated "Reception" user at IRRCT will conduct preliminary reviews, flagging applications as *valid* or *suspicious* before forwarding them to the appropriate supervisor or coordinator.

- **Coordinator Review:**

Coordinators will analyze the screened applications and prepare them for board-level evaluation. Applications flagged as suspicious will be re-examined, reducing fraudulent submissions.

- **Trustee Board Evaluation:**

Applications will be visible to trustees for a 7-business-day review period. During this time, trustees can provide comments, feedback, or raise objections. If no rejection occurs, the application will be green-flagged for funding approval by the management team.

## 2. Budget Management & Installment Tracking

- **Installment-Based Funding:**  
Grants are issued in multiple tranches. Before each installment, grantees must submit a **progress report** detailing the utilization of previously disbursed funds. These reports will be linked to user accounts for ease of tracking.
- **Annual & Recurring Grants:**  
For multi-year grants, a **fiscal year alert system** will notify trustees and management teams about recurring grant commitments to ensure timely approvals.
- **Blacklist Functionality:**  
Coordinators or management can **blacklist individuals or organizations** for non-compliance or misconduct. The system will record the responsible IRRCT personnel. Blacklisted users will be barred from future grant applications, and pending disbursements will be cancelled.
- **Budget Visualization & Tracking:**  
Yearly spending and remaining budget allocations will be displayed using professional **charts, dashboards, and tabular formats**, offering clear insight for auditors and internal stakeholders.

## 3. Recognition & Testimonials

- **Awards and Certificates:**  
Grantees who have received awards, certificates, or public acknowledgments will be able to upload these recognitions to their profile. This helps promote IRRCT's long-term impact and builds credibility.
- **Testimonial Management:**  
Testimonials from successful grantees will be showcased in a dedicated section, reinforcing IRRCT's positive influence and outreach.

## 4. Campaign, Fundraising & Volunteer Management

➤ **Campaign Creation & Management:**

IRRCT can create and manage fundraising campaigns and volunteer initiatives, complete with media, documentation, and progress updates.

➤ **Global Donations Portal:**

Donors from around the world can contribute to IRRCT through secure, multi-currency payment gateways. All donor details will be recorded for compliance and communication.

➤ **Volunteer Enrollment:**

Individuals can register as volunteers for emergency and planned events such as disaster relief operations (e.g., flood, earthquake, or landslide support). Volunteer credentials and participation history will be stored in their user profiles.

# User Flow Overview

A simplified outline of the user journey through the system:

1. **Registration & Onboarding**  
→ Users (individuals/organizations) register → Create profile → Upload KYC and necessary documents.
2. **Grant Application Submission**  
→ Submit application → Attach media and required documents.
3. **Reception Screening**  
→ Reception user validates/flags → Forwards to Coordinator.
4. **Coordinator Review**  
→ Coordinator prepares report → Forwards to Trustee Board.
5. **Trustee Board Decision Window**  
→ Application open for 7 business days → Comments/objections added → Auto-approved if no rejections.
6. **Funding & Progress Management**  
→ Approved applicants receive funds → Submit installment progress reports → Approval leads to next installment.
7. **Blacklist & Compliance**  
→ Admins can blacklist non-compliant users → Automatic restriction of further access.
8. **Campaigns, Donations & Volunteering**  
→ IRRCT launches fundraising or volunteer campaigns → Donors/volunteers join and contribute → Data stored and displayed accordingly.

## Technology Stack

- **Frontend Framework:** Next.js (React-based)
- **Backend Framework:** Next JS
- **Database:** PostgreSQL
- **Styling:** Tailwind CSS for fast, responsive, modern UI
- **Image Optimization:** Next.js Image component with lazy loading
- **SEO Optimization:** Head management, sitemap generation, schema markup
- **Hosting:** Custom VPS

## Estimated Timeline

Phase	Duration
Requirement Analysis & Plan	4 days
System Architecture & System Design	5 days
UI/UX Design (Admin + Grantee Panel)	14 days
Frontend Development	12 days
Backend/API Development	14 days
Progress Report, Budget & Charts Module	6 days
Document Uploads, Approval Flows, Notifications	5 days
Donations and Volunteer Module	6 days
Admin Control Features (Blacklist, Campaign Management)	5 days
Testing & Quality Assurance	7 days
Deployment & Final Review	3 days

**Total Estimated Time:** Approx. 12 weeks (81 days) including development, testing, and deployment.

## Costs

Item	Cost (NPR)
Requirement Analysis, Architecture & UI/UX Design	20,000
Frontend Development (NextJS + Tailwind CSS)	45,000
Backend/API Development	50,000
Grant Screening & Trustee Workflow	30,000
Budget Tracking & Progress Reporting Module	30,000
Donation & Volunteer Management System	30,000
Admin Panel Features (Blacklist, Campaigns, Alerts, etc.)	25,000
Testing, QA & Final Deployment	20,000
<b>Subtotal</b>	<b>2,50,000</b>
<b>Discount</b>	<b>25,000</b>
<b>Total</b>	<b>NPR 2,25,000</b>

*Note: The above amount excludes VAT. 13% VAT will be added to billing.*

## Optional Add-ons (Quoted Separately if Needed)

Feature	Cost (NPR)
SMS Gateway Integration	As per Provider
Payment Gateway Integration (eSewa, fonepay ...)	As per provider
SSL Certificate	As per provider
Hosting (VPS)	As per provider

## Payment Terms

The proposed payment terms for the website development project are as follows:

- **40% Advance Payment:**  
Payable during the agreement signing process to initiate the project.
- **60% Final Payment:**  
Payable during the deployment of the website, signifying the completion of the project and the delivery of the complete website.

## Support Services

We provide **3 months of free post-development support**, covering minor bug fixes and technical assistance. Any extended maintenance will require a separate agreement based on the client's requirements.

**After the 3-month free support period, an Annual Maintenance Contract (AMC)** will be required, amounting to **20% of the total project budget**. This will cover ongoing technical support, updates, and maintenance to ensure the platform remains secure and up to date.

## Conclusion

This proposed system will ensure transparent grant management, real-time monitoring, donor engagement, and effective volunteer coordination. With modular flexibility and built-in safeguards, IRRCT can uphold its mission of empowering underprivileged communities through trustworthy and traceable operations.

We look forward to helping IRRCT set a new benchmark in corporate web presence.

Best Regards,

**Er. Shailesh Shankhi**  
Chief Executive Officer  
**Idea Gen Pvt. Ltd.**