



## Friends of St Patrick (FOSP) website specifications

The FOSP is a local non-profit whose primary activities involve appreciation and celebration of Irish culture and distributing college scholarships for local students. FOSP is seeking to develop a website that can be easily maintained by trained members. It is envisioned to be a simple, clean site without bagpipe music playing at the home page. We have an old website that is an example of what we are running from, but the creator chosen with this Request for Proposals will have significant leeway to suggest new design features.

The website can be written in any language that is commonly used in the industry today. However we need the following functionality for the new site:

Home Page: Text and pictures. Must be easy to edit so that club members can change the look of the page frequently. Will include a list of events from the calendar and will have links to the other pages listed below.

Calendar: The Calendar should show a monthly grid with abbreviated hot linked descriptions of the events. Basic event info should include:

- Name of Event
- Contact Person/Organization
- Date/Time
- Location
- Details
- Website

Membership Page: This is a page where people can go to 1. Become a member or 2. Update their membership. It needs to be linked to a PayPal account so payments can be made online. The membership information will include:

- Name
- Membership Type:
  - Self: \$30
  - Family \$45
  - Lifetime Self \$300
  - Lifetime Family \$450
- Address
- Email
- Phone w
- Phone c
- Join Date
- Renewal Date

It would be great if we could get the website to email members 30 days before their registrations expire to remind them to renew.

Library: This section of the website would have links to photo albums, book lists, video archives, newsletters, etc. The primary requirement is that it would be easy for someone to edit the library links on this page and add content.

Scholarship: This section is where student applicants would log in and submit their scholarship applications. The section needs to have a registration feature to control access to confidential information to the student and scholarship committee only. In addition, the section will have a form-fillable scholarship application and the ability to upload scanned documents to the particular student's file (grades, letters of recommendation, etc.)

Proposals should be emailed to Kevin Kelly at [kevink59@gmail.com](mailto:kevink59@gmail.com) by July 15, 2010. Please send any questions/comments to this address, too.