

## PROJECT STATUS REPORT

**Last updated: 9/16/2024**

TASK	START DATE	END DATE	RESPONSIBLE	STATUS	NOTES / DEPENDANCIES
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### MILESTONE 1 - INITIALIZATION

Kick off meeting		2.21.24	All	Completed	Discuss milestone submission. Discuss sponsorship. Begin developing initialization plan: roadmap, timeline, and responsibility.
Statement of milestones	2.21.24	2.28.24	All	Completed	Project Catalyst deadline is 3.3.24, but allowing 2 business days for revisions, if necessary.
Select social handles / create accounts	3.18.24		Cullah	Completed	X: <a href="#">@crypto_rnc</a> & <a href="#">@crypto_dnc</a>
Choose and secure domain name	2.21.24	3.10.24	Cullah	Completed	<a href="#">cryptoDNC.com</a> and <a href="#">cryptoRNC.com</a> are secured
Set sponsorship levels	2.21.24	3.10.24	All	Completed	Match title sponsorship, Keynote speaker sponsorship, daily sponsorship. Separate sponsorship for DNC and for RNC.
Identify prospective partners	3.11.24	5.1.24	Awen	Completed	Partner Tracksheet can be found <a href="#">here</a> .
Identify prospective venues	3.11.24	4.1.24	All	Completed	Number of events is dependent on partnerships. Currently, we have determined the ideal scenario involves: 1 educational event per convention, ideally to kick off the cons, and 1 social/networking event to bookend each con. We have Discourse MKE on hold for the entirety of the RNC. Venue Tracksheet can be found <a href="#">here</a> .
Setup GitHub Repository	3.18.24	3.31.24	Cullah	Completed	<a href="https://github.com/Awen-online/crypto_xnc">https://github.com/Awen-online/crypto_xnc</a>
<b>Deliverable: Initialized Project Plan</b>		<b>4.1.24</b>	Awen	Completed	<b>Submitted 3/21/24</b>

### MILESTONE 2 - DESIGN

Put together Sponsorship deck	2.21.24	3.10.24	All	Completed	Maggie to make deck template. All to flesh out deck - Deck Outline Doc can be found <a href="#">here</a> . <b>Sponsorship Deck</b> can be found <a href="#">here (v3.28.24)</a> .
Sponsorship Executive summary (website)	4.1.24	4.5.24	Maggie	Completed	Maggie to have finished by end of week (4.5.24). <b>Executive Summary</b> can be found <a href="#">here</a> .
Follow up with leads	4.1.24	4.15.24	Cullah & Adam	Completed	Poke JJ latest 4.4.24 (Letter of Commitment); Rare (Wes - Vivek & Caitlin contact/Rand); RNC Dep. Chair; Peter Welsh; Visit MKE - Deck; No Studios - Deck
Website wireframes	4.1.24	4.15.24	Awen	Completed	

Develop website	3.11.24	4.15.24	Awen	Completed	Examples include: <a href="http://www.epicweb3.com">www.epicweb3.com</a> ; <a href="http://emergence.xyz">emergence.xyz</a>
Design Logos	4.1.24	4.15.24	Maggie	Completed	
Update X branding	4.1.24	4.15.24	Maggie	Completed	
Venue Shortlist (MKE & CHI)	4.1.24	4.15.24	Cullah	Completed	Preferences to submit to convention host committees. Determine caps/sizes needed for our events.
Venue Report (MKE & CHI)	3.11.24	4.30.24	Awen	Completed	Venue Tracksheet can be found <a href="#">here</a> .
Key Speaker / Expert Report	4.1.24	4.30.24	Awen	Completed	Speaker Tracksheet can be found <a href="#">here</a> .
Design Education Center Blueprint	4.1.24	4.19.24	Adam	Completed	
Education Center Blueprint Revisions	4.20.24	4.30.24	Adam	Completed	
Develop Educational Materials	4.1.24	4.19.24	Adam	Completed	
Educational Materials Revisions	4.20.24	4.30.24	Adam	Completed	
Update GitHub Repository	4.27.24	4.29.24	Cullah	Completed	
<b>Deliverable: Complete Project Plan</b>		<b>4.30.24</b>	All	Completed	
<b>Deliverable: Engagement Strategy</b>		<b>4.30.24</b>	All	Completed	
<b>MILESTONE 3 - PREPRODUCTION</b>					
Secure Venues	5.6.24	6.7.24	All	Completed	CryptoRNC completed 7.17. CryptoDNC: 1871 and Tortoise Club confirmed.
Finalize Speaker Agreements	5.6.24	6.20.24	All	Completed	Speaker Agreements can be found <a href="#">here</a> .
Launch Promotional Campaign	6.1.24	8.22.24	Awen	Completed	
Arrange Comprehensive Media Coverage - RNC	6.10.24	7.8.24	Awen	Completed	Press Release can be found <a href="#">here</a> .
Arrange Comprehensive Media Coverage - DNC	7.15.24	8.12.24	Awen	Completed	Press Release to be released 8.12.
Setup Registration Systems - RNC	5.6.24	7.8.24	All	Completed	Event Luma page can be found <a href="#">here</a> .
Setup Registration Systems - DNC	5.6.24	8.12.24	All	Completed	Main Event Luma page can be found <a href="#">here</a> . Evening Event Luma page can be found <a href="#">here</a> .
Coordinate Event Staffing - RNC	6.10.24	7.8.24	All	Completed	
Coordinate Event Staffing - DNC	7.15.24	8.12.24	All	Completed	
Secure Equipment / Materials - RNC	5.6.24	7.8.24	All	Completed	CryptoRNC completed 7.17.
Secure Equipment / Materials - DNC	5.6.24	8.12.24	All	Completed	
Update GitHub Repository	7.29.24	7.31.24	Cullah	Completed	
<b>Deliverable: Secured Venues / Speakers</b>		<b>8.1.24</b>	All	Completed	
<b>Deliverable: Engagement Campaign</b>		<b>8.1.24</b>	All	Completed	
<b>MILESTONE 4 - PRODUCTION</b>					
RNC - Milwaukee	7.15.24	7.18.24	All	Completed	CryptoRNC completed 7.17.
DNC - Chicago	8.19.24	8.22.24	All	Completed	CryptoDNC completed 8.21.

Cardano / Blockchain Community Engagement & Networking - RNC	7.15.24	7.18.24	All	Completed	CryptoRNC completed 7.17.
Cardano / Blockchain Community Engagement & Networking - DNC	8.19.24	8.22.24	All	Completed	CryptoDNC completed 8.21.
Gather, Compile, & Review Media Coverage		9.6.24	Awen	Completed	CryptoRNC: <u>Marketwatch article</u> , <u>Broadband Breakfast article</u> ; CryptoDNC: <u>Bitcoin Magazine article</u> , <u>USA Today article</u> , <u>Twitter thread</u>
Post Event Surveys	7.22.24	9.6.24	All	Completed	CryptoRNC & CryptoDNC surveys sent out in August
Update GitHub Repository		9.16.24	Cullah	Completed	
<b>Deliverable: Community Engagement, Participant Feedback, and Media Documentation Reports</b>		<b>9.16.24</b>	Awen	Completed	
<b>MILESTONE 5 - POST-PRODUCTION &amp; ANALYSIS</b>					
Impact Assessment	9.9.24	10.3.24	All	On Track	
Insight Report	9.9.24	10.3.24	All	On Track	
Stakeholder Feedback	9.9.24	10.3.24	All	On Track	
Closeout Report Video	9.9.24	10.3.24	All	On Track	
<b>Deliverable: Feedback Compilation and Final Report</b>		<b>10.4.24</b>	Awen	On Track	