AWEN PRESENTS:

CARDANO HOUSE
Policy & Education Centers
CHICAGO
DNC 2024
20 24 RNC MILWAUKEE

PROJECT STATUS REPORT

Last updated: 7/21/2024

TASK	START DATE	END DATE	RESPONSIBLE	STATUS	NOTES / DEPENDANCIES
MILESTONE 1 - INITILIZATION					
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: @crypto_rnc & @crypto_dnc
Choose and secure domain name	2.21.24	3.10.24	Cullah	Completed	cryptoDNC.com and cryptoRNC.com 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 here.
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 here.
Setup GitHub Repository	3.18.24	3.31.24	Cullah	Completed	https://github.com/Awen-online/crypto_xnc
Deliverable: Initialized Project Plan		**4.1.24**	Awen	Completed	**Submitted 3/21/24**
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 here. **Sponsorship Deck** can be found here (v3.28.24).
Sponsorship Executive summary (website)	4.1.24	4.5.24	Maggie	Completed	Maggie to have finished by end of week (4.5.24). **Executive Summary** can be found here.
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	

					Examples include: www.epicweb3.com; emergence.xyz
Develop website	3.11.24	4.15.24	Awen	Completed	
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 here.
Key Speaker / Expert Report	4.1.24	4.30.24	Awen	Completed	Speaker Tracksheet can be found here.
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	
Deliverable: Complete Project Plan		**4.30.24**	All	Completed	
Deliverable: Engagement Strategy		**4.30.24**	All	Completed	

MILESTONE 3 - PREPRODUCTION

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 here.
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 here.
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 here.
Setup Registration Systems - DNC	5.6.24	8.12.24	All	Completed	Event Luma page to be made public 8.12.
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	
Deliverable: Secured Venues / Speakers		**8.1.24**	All	Completed	
Deliverable: Engagement Campaign		**8.1.24**	All	Completed	

MILESTONE 4 - PRODUCTION

RNC - Milwaukee	7.15.24	7.18.24	All	Completed	CryptoRNC completed 7.17.
DNC - Chicago	8.19.24	8.22.24	All	On Track	

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	On Track	
Gather, Compile, & Review Media Coverage		9.27.24	Awen	On Track	CryptoRNC: Marketwatch article, Broadband Breakfast article
Post Event Surveys	7.22.24	9.27.24	All	On Track	
Update GitHub Repository		9.30.24	Cullah	On Track	
Deliverable: Community Engagement, Patricipant Feedback, and Media Documentation Reports		**10.1.24**	Awen	On Track	
MILESTONE 5 - POST-PRODUCTION & ANALYSIS					
Impact Assessment	10.7.24	10.31.24	All	On Track	
Insight Report	10.7.24	10.31.24	All	On Track	
Stakeholder Feedback	10.7.24	10.31.24	All	On Track	
Closeout Report Video	10.7.24	10.31.24	All	On Track	
Deliverable: Feedback Compilation and Final Report		11.1.24	Awen	On Track	