**RISK MATRIX**

| **Risk List** | **Probability (1-5)** | **Impact (1-5)** | **Severity (P\*I)** | **Action Plan** | **Contingency Plan** |
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| Insufficient Research and Factual Data | 2 | 4 | 8 | Mitigate: Research thoroughly on the internet or contact the Government departments for legal documents. | Contact pre-existing organizations serving the same purpose. |
| Poor Time Management | 2 | 4 | 8 | Mitigate: Establish clear goals and expectations with timelines | Re-design plan and schedule follow-up meetings |
| Peer Competitors | 3 | 4 | 12 | Mitigate: Design & deliver the best project plan | * Collaborate with parent NGOs like Darksky * Propose plan to other investors |
| Unanticipated requirement changes | 2 | 3 | 6 | Accept | Understand the requirement change, discuss among the team members to analyze the impact, then create a change request form that to be approved by the stakeholder |
| Improper Presentation | 1 | 4 | 4 | Mitigate: Prepare and rehearse the presentation well before the final day | Try to answer follow-up questions with facts and proper research |
| Unable to secure funds | 2 | 5 | 10 | Mitigate: Research thoroughly the ideas which are to be pitched. Create a good project plan to present in front of the angel investors with confidence. | Look for other financial organizations to provide the funds. |
| Improper Documentation | 2 | 4 | 8 | Mitigate: Spend more time preparing and writing documents, Proof-read multiple times, and verify with the professor | Present documentation and project plan with confidence to angel investors and prepare follow-up questions in advance |
| Contradictory Thoughts within team members | 1 | 2 | 2 | Mitigate: Maintain good communication and allow every member to express or share thoughts on all relevant subjects. | Voting should be done on all contradictory things and proceed with majority rule.  Let the Project manager take a decision in case of a tie. |
| Scope creep | 4 | 3 | 12 | Mitigate: Be clear about the requirements and scope. Try to stick to it | In case of changes, confirm those with the stakeholders ,inform the team and make updates as per the new scope\. |
| Not finding a place to meet | 1 | 2 | 2 | Accept | Conduct online meetings for discussions or meet during class |