**Q1. What would you recommend for the next possible steps?**

Possible next steps:

1. As part of the planning meeting, take a consensus from the committee members on the fund-raising event
2. Figure out the solution for the unknown questions/concerns raised by the council members
3. Designate a fundraising coordinator
4. Assuming, majority of the members have voted in, get an understanding of the Approximate amount to be raised as part of the event
5. Depending on the amount decided, set the parameters to come up with the event ideas-
   1. Target audience
   2. Timing of the event
   3. Venue for the event
   4. Any minor investment required
   5. Manpower required to support the overall event
   6. Medium of communication for awareness and publicity
   7. Identify some strategies from past if already it has worked out for the committee
6. Identify your fundraising methods
7. Find potential risks associated with the project.

**Q2. Identify three potential projects to raise funds for the hospital pediatric intensive care unit.**

**1. Cultural event at the heart of the city during a festive time of the year**Considering the cause of the fund raiser, get performance confirmations from some of the public favorite artists to attract audience. Artist might charge a minimal fee owing to a noble cause.  
Also approach a blend of underrated, upcoming or struggling artists (musicians, theatre actors, singers, dancers) who need a forum to display their talent. These artists would not charge since this fund raiser who give them a platform to increase their publicity.  
Once artists are confirmed, circulate flyers which would include information of the cultural performances, venue, date and the purpose of the fund raiser

**2. Live Art painting and auction**Connect with passionate and known painters (underrated and looking for visibility) and align them on the purpose of the event (no fee would be charged by the artists). Once artists are confirmed, circulate flyers which would include information of the cultural performances, venue, date and the purpose of the fund raiser  
Target high profile audience through digital medium who are typically interested in art paintings

**3. Auctions:** Gather donated items and hold a live or silent auction. The more items you have, the more money you will make

**Q3. Select one of the three projects and identify four risks that could jeopardize the success of the project.**

Risk associated with the 1st fund raising idea - Cultural event at the heart of the city during a festive time of the year  
This idea would be chosen with an assumption that all the approvals required from the government bodies are in place (approvals and regulations) and a good lead time to plan the event.**Risks**:  
1. Budget of the event without incurring loss    
2. Date/Venue for the event availability  
3. Damage to facilities / safety of artists  
4. Unforeseen weather conditions

**Q4. Develop a response plan for how each of the four risks can be either avoided or mitigated.**

**1. Budget of the event without incurring loss**

*Response Plan:* Get an insurance in place to bridge the gap between the minimum amount required for the fund raiser vs the amount received from the event

**2. Date/Venue for the event availability**

*Response Plan*: From event planning perspective, ticket publicity would not start until the required Date and venue is confirmed. Backup venue in the same vicinity to avoid any last-minute hassles and communication to ticket holders**3. Damage to facilities / safety of artists**

*Response Plan:* Involve 3rd party security to ensure safety of the artists, audience group and event property**4. Unforeseen weather conditions**

*Response Plan:* Track the weather forecast 2 days prior to the event. In case of any possibility for rains or breezy weather, make arrangements to cover the venue without any impact to the main event