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| **Project: Success Investor Day**  **Date: January 31** | | | |
| **Name/Organization:** | Juan Cortez/Success, Inc. | | |
| **Overall Project Status of Your Deliverables** | | | |
| **Deliverable Status**  (Red, Yellow, Green)   * **Green**: On track for completion as planned * **Yellow**: Some risks and issues present * **Red**: Will not achieve desired results | **Objectives** | **Current Health** | **Forecast/Trending** |
| Scope | Green | Green |
| Schedule | Yellow | Yellow |
| Budget | Green | Yellow |
| **Help Needed**  (Requirement and Sources)  Describe as Must Have, Should Have, and Like to Have | * **Must Have:**    + Meeting streaming requirements.   + Complete planning documents.   + Identify motivational speaker. * **Should Have:** Gluten free catering option. * **Like to Have:** At least 70% replies to invitations. Only 50% received. | | |
| **Risks**  (New risks and changes since last report (Add, Change, Delete)) | * **Add:**    + Low attendance due to flu and unfavorable economic conditions.   + Unable to find motivational speaker within budget and subject matter requirements by Feb 10.   + Can’t provide gluten free food option. | | |
| **Issues**  (Risks that occurred or questions you need responses for) | * Sandra Morgan to approve 10% more budget to satisfy all dietary restrictions. * IT lead promised Sophia Lamar support for streaming requirements. Answer in 1 week. | | |
| **Recent/Pending Decisions** Impacting Project | * 10% increase in budget to satisfy dietary restrictions. * IT support for streaming. * Identify motivational speaker within budget and subject matter requirements by Feb 10. | | |
| **Comments** | * Need increase in budget. * Prefer more attendees. * On schedule. | | |