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| Essential Activity 5: Topic 8 | | | | | | | | | | | |
| Student Name: | | | | | | | | | | | 116 |
| Student Number: | D | H | M | | | | | | | | |

This assessment is **group work** – it must be completed in the event team assigned to you.

SECTION ONE**(44)**

1. Formulate a detailed **fundraising** plan for the event you will be hosting including discussion on 1.1 – 1.2 below.
 - 1.1 List of your fundraising initiatives with a paragraph explanation of each initiative/concept. (12)
 - 1.2 Your fundraising schedule, in table format including columns for: (32)
 - Fundraising initiate name
 - Date(s) set out for it (launcing sales, closing sales, hosting initiative)
 - Total funds we aim to raise from it
 - Amount of people we hope to sell initiate to
 - Price we plan to sell initiative at

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| Submission date | We, 4 August 2021 |
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SECTION TWO**(72)**

- 2.1 Set up an accurate and detailed event **budget** (based on research including quotations) for the event you will be hosting. (52)
- 2.2 Link your detailed event budget to the timeline of your event by adding a column to the left or right of your budget indicating when each activity on your budget is forecasted to take place. (10)
- 2.3 Provide an analysis of your detailed event budget. Your analysis must include: (10)
- Discussion on cost areas you think might be difficult to manage (5)
 - Discussion on attainability of budgeted profit (5)

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| Submission date | Draft submission: We, 4 August 2021 Final submission: Tu, 11 August 2021 |
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