

# Festival and events

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In order for the quiz trivia event to be successful, several resources must be paid for through sponsorship and funding of the event. In this regard, sponsorship and funding of this event is well organized to ensure that all the necessary expenditures are met with a lot of ease. To start with, we have approached the Australian Red Cross Group to get the available support from the organization. The Australian Red Cross group can support our trivia night event by offering several things including provision of a fundraising kit that consists of posters, donation boxes, receipt books and sticker that can be of great help in managing the costs of holding the event. In addition, we have also approached for additional funding from the Virgin Australia Airlines Pty Ltd that offers sponsorship based on their internal evaluations for events that deliver community benefits that align to the direction of the company. In this note, the company agreed to donate \$1000 to sponsor the night trivia. Further, the Toyota company also sponsored the event by donating \$1200. Further, we were keen in controlling the costs of organizing the event by ensuring that we select a venue that is cost effective. Our choice of venue for the event is Apple cross Anglican Church where it is possible to reduce the total cost for holding the event while still making the guests to have fun. The main hall areas in the Apple cross Anglican Church can host a maximum of about 230 guests at a cost of \$20 per hour after 6pm for non-profit events. In addition, the venue has other additional offers such as tables and soft drinks. Further, we have approached the Sound Guys Company where we have obtained discounted sound system at a cost of \$70 for the event. All these additional resources make the cost of holding the event in the venue to be within our limited budget.

In order to attract a large number of guests, we have organized some prizes  
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and gifts that will be given to the participants of night trivia. For instance, we have approached Dymocks book shop who agreed to donate different types of books in order to support the event. In addition, we have also approached Coles Supermarkets who agreed to support the night trivia by donating food hampers that will play great part in attracting more participants. Further, we were able to get some gifts such as soaps, perfumes and lotions from Elizabeth Shop that will also constitute the prizes to be given out. In order for the participants to win the gifts, the trivia will be organized in such a way that groups in a table will compete effectively and winners on specific sets of questions will be awarded the prizes. The table organization will also aid in raising funds because every member will contribute \$20 and each table will have 10 people sitting around.

Budget

Item

Cost (\$)

Venue (Apple cross Anglican Church)

12\*20= 240

Sound system (Sound Guys Company)

70

Buying tickets (200 pieces)

40

Total cost

350

Of more importance, risk management for such an event is important in order to ensure the probabilities of success are increased. In this case, we have focused on factors that can cause reduction in financial profits from the <https://assignbuster.com/festival-and-events/>

event. Such factors include issues such as misappropriation of funds or unplanned expenditures. In order to avoid such situations, we have made funds organizing committee that will be responsible for overseeing proper financial transactions for the event. In addition, other risk factors include security for the guests and protection from any form emergency incidences. On this basis we sought for assistance from Applecross Anglican Church where we were given the hall layout showing all the emergency exits and the location of fire blankets and horse reels. Further, the Applecross Anglican Church provided us with a security check system at the entrance to detect intruders with ill intentions.

Sustainability of the event is also important in order for it to be successful. Therefore, we have laid down several strategies that contribute to the sustainability of the event. Firstly, we have generated social value for the night quiz trivia by providing prizes that act as incentives to encourage participants. We have also created economic value for the event by selling raffle tickets to the participants at a cost of 50c a ticket or 5 tickets for \$2. In addition, we have factored environmental sustainability in the event by asking Applecross Anglican Church to provide us with gadgets for disposing waste papers and empty bottles from the drinks consumed by the guests so that they can be collected for recycling. Further, the conductors of the event have been trained on how to carryout various functions in order to facilitate the event successfully.

Finally, evaluation of the event will be conducted to check whether the objectives of the event will be attained. Evaluations can be done by checking whether the beneficiaries of the events have received the profit proceeds. In this case, the organizers will follow up to ensure that the profit gained from <https://assignbuster.com/festival-and-events/>

the event have been remitted to the Red Cross Organization shortly after the event is over.

IN

OUT

Item

Cost (\$)

Item

Cost (\$)

Quiz Night ticket sales

\$4000 ( 200 tickets)

Sound system (Sound Guys Company)

70

Virgin Australia Airlines (donation)

1000

Venue (Apple cross Anglican Church)

100

Toyota company (donation)

800

DJ

45

Coles Supermarkets (food hampers)

230

Food

470

Elizabeth Shop (beauty products)

250

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Refreshments

100

Dymocks book shop (books)

400

Electricity

100

Buying tickets (200 tickets)

40

Security

30

Totals

5880

865

Profit (5880-865)= 5015