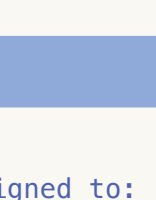


Nonprofit Event Planning Check list



Assemble a team

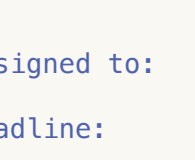
Description:

Assigned to:

Deadline:

Notes:

Status:



Set event goals

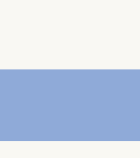
Description:

Assigned to:

Deadline:

Notes:

Status:



Fundraising & Sponsorship

Description:

Assigned to:

Deadline:

Notes:

Status:



Confirm budget

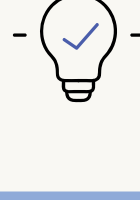
Description:

Assigned to:

Deadline:

Notes:

Status:



Design event

Description:

Assigned to:

Deadline:

Notes:

Status:



Recruit volunteers

Description:

Assigned to:

Deadline:

Notes:

Status:



Promote event

Description:

Assigned to:

Deadline:

Notes:

Status:



Manage registrations

Description:

Assigned to:

Deadline:

Notes:

Status:



Host event

Description:

Assigned to:

Deadline:

Notes:

Status:



Follow up

Description:

Assigned to:

Deadline:

Notes:

Status:



Post-event analysis

Description:

Assigned to:

Deadline:

Notes:

Status: