**Virtual Events: Information on Hosting a Virtual Gala and Trivia Night**

1. What platform did you use?

* Trivia Night: Zoom for our virtual trivia event. Had people register on Facebook with a recommended donation and then sent a zoom link privately.
* Gala- We use Givesmart for our mobile bidding and ticketing.
* This site housed our auction prizes and paddle raise levels just as it would have at our live event: <https://e.givesmart.com/events/g6t/>

1. What level of interaction was there?

* Trivia: An Associate Board Member planned all the activities and trivia questions. He served as host and had 5 categories of questions. He posted a link to a google form in the chat section before each round so that teams could submit their answer. Everyone was muted so that teams could talk to each other via the phone or other methods to submit one answer per team.
* While teams decided their answers, music was played by another Associate Board member.
* Gala: The rest of our virtual event activity directed people to Facebook. We had a series of posts throughout the day to recognize sponsors, celebrate our honorees and play up our theme. That evening we did a Facebook watch party with a montage set to music from the band that usually performs. <https://www.facebook.com/141040495937065/videos/530827877838156/>

- We sent two emails out that week with reminders when to watch and had nice engagement during the watch party with additional likes and shares after. It was about 5 minutes long which was a good video length for the content and early in the stay-at-home order.

1. Hosting? Chatting? Visual engagement?

Trivia: We had a PowerPoint that referenced the questions and categories and a slide that shared where to donate and our logo.

1. Any more details about the set-up process? Lessons learned?

* Trivia: In the future we would have requested email addresses during registration on Facebook since it wasn’t our normal registration process. We made sure to include a donation button in posts about the trivia to make it easy to donate and/or direct to our web donate page. Allow some time for a social hour before the trivia so people can chat and catch-up.
* Gala: Had one participant ask about a YouTube streaming link as they didn’t have a Facebook account. May try this tool in the future or use a service like [StreamYard](https://streamyard.com/) in the future. But overall, Facebook seemed to work well for live events.

1. Amount Raised?
   1. Trivia: Over $1,000 (on a Thursday in April, 8:30-9:30/10 PM CST Event)
   2. Gala: $358,000 (net) and counting (a Sat. March 21 6:00 PM CST Event)