# SOLUTIONS

# Project evaluation form

Upon completion of your project, evaluate its success. Identify the strengths and weaknesses of the program, and list any ideas that may be helpful if sponsoring the same program in the future.

Name of project: _____ Project date: _____

Committee responsible for project: _____

Location of project: _____

How would you rate the project overall?  Poor_____ Fair_____ Good_____ Excellent_____

Goals of the project: _____

_____

Were the goals of the project achieved? Which one(s)? Why? Why not?_____

_____

## Participation
Who did you expect to participate in the project? (Examples could include club members, students, faculty, community members, etc.)

_____
Who actually participated in the project?

_____

Percentage of members who participated _____ (# of participants divided by total club members)

## Finances
Budget _____

Total income _____

Total expenses _____

Net profit/loss _____

## Publicity

Specify the method(s) of publicity used: _____

Was the project publicized effectively?  Yes_____  No_____

List any suggestions to improve publicity for future projects:_____

_____


## Future planning

Would you recommend doing this project again? Yes_____  No_____

Why? Why not?  _____

List any program suggestions for this project (if it's repeated):_____

_____