

GRO EVENT EVALUATION FORM, 2008-2009

Group Name _____
Title of Event _____
Date of Event _____
Place of Event _____
of Participants _____
of Grad Students _____

Please describe the event in detail (attach additional pages if necessary):

What aspect of the event worked particularly well? (attach additional pages if necessary)

What could be improved to make your next event more successful? (attach additional pages if necessary)

What could the GRO do to provide better support for events such as this in the future? (attach additional pages if necessary)

Please attach any promotional material created for this event, including flyers, programs, or other advertising (including e-mail).

Groups that receive GRO funding must submit this form to the GRO office within two weeks after the event. This information is extremely important because it will provide a record of GRO activities each year and will become a part of the portfolio that will be submitted to the Dean of Student Activities when making our annual budget request. It will also provide the General Council information when considering future budget requests. Finally, event descriptions may be copied and used in GRO newsletters. Thank you for your assistance!