

Education for Life - Event / Activity Evaluation Form

Name

Department or Organization

Name of Event / Activity

Date of Event

Approval Date

Attendance (if applicable):

What was the estimated attendance?

If possible, please provide a breakout of attendees:

Students

Faculty / Staff / Administrators

Community Members /
Non-Loyola participants

Budget followup:

What was the total budget for this event / activity?

Explain any changes that were made to your original budget. (i.e. Did you have funding left over, or not enough funding?)

Are there any outcomes (photos, reflection papers, articles, video, etc.) that were completed as part of your program that you would share with the committee? Please send separate attachments as applicable.