Campus Chapters Activity Summary Report

In order to help support the mission and activities of all Campus Chapters, we ask Chapters to submit a report after each activity so we can all learn from them. The Summary Report is due within four weeks of the completion of the activity.

Chapter Name:	
Name of Activity:	
Date of Activity:	
Was this a new activity?	

Did your activity or event meet your goals in the following areas:

Engagement goal – did you engage the number you estimated you would?	
Tell us about this - did you overestimate/underestimate? Were there factors affecting this?	
Budget estimates – Were your revenue and expense estimates accurate or close?	
Tell us about the expenses and income of your event - any surprises? Did you meet your goal?	

What were the successes of the activity?

What were the challenges of the activity?

What would you do differently in the future?

Any additional comments?