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**EZ GRANT: EVALUATION FORM**

* Email **completed form** and attached **event images** (JPEG or PNG format) to Tracy Herold ([herold@dcls.info](mailto:herold@dcls.info)) and Susie Engwall ([engwall@dcls.info](mailto:engwall@dcls.info)) within 30 days of the event.
* Send all **event surveys** to Tracy Herold at the Dane County Library Service.

|  |
| --- |
| Event Title: |
| Your Name and Library: |
| Date of Event: |

**Please tally your EVENT SURVEY forms here:**

Total attendance:

Number of event surveys filled out:

Ages:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **↓20** | **20s** | **30s** | **40s** | **50s** | **60s** | **↑70s** |

Would you recommend this program to other libraries? Why or why not?

Comments from attendees:

1.

2.

3.

What publicity do you feel was effective? Ineffective?

What difficulties, if any, did you encounter while planning and implementing this event?

Other comments…