INSTRUCTIONS: Below are questions that are intended to highlight any lessons learned from your event that could be used to improve future events.

1. Did you reach the goals you set out to accomplish through this event?
   - □ Disagree  □ Somewhat Agree  □ Agree  □ Strongly Agree
   If agree, what strategies did you use that you felt were successful?
   If disagree, what adjustments could be made to help you reach your goals next year?
   ______________________________________________________
   ______________________________________________________
   ______________________________________________________

2. Were you pleased with the number of attendees at your event?
   - □ Disagree  □ Somewhat Agree  □ Agree  □ Strongly Agree
   If disagree, what are some ways you could generate higher attendance at your event?
   ______________________________________________________
   ______________________________________________________
   ______________________________________________________

3. Were you pleased with the diversity of attendees at your event (e.g., ethnic backgrounds, geographic location, caregivers in addition to older adults)?
   - □ Disagree  □ Somewhat Agree  □ Agree  □ Strongly Agree
   If disagree, what are some ways you could attract more diverse groups to your event?
   ______________________________________________________
   ______________________________________________________
   ______________________________________________________

PLEASE TURN OVER →
4. Did you gain the involvement and support of important professionals/organizations?

- [ ] Disagree
- [ ] Somewhat Agree
- [ ] Agree
- [ ] Strongly Agree

If disagree, what are some ways to increase involvement/support next year?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

5. Were there any unanticipated events before, during, or after your event that benefited or hindered your efforts?

- [ ] Yes
- [ ] No

If yes, please describe the event’s impact at the time and subsequently:

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

6. What were the key lessons learned from your experience hosting your event?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

7. How will you use what you learned from this experience in future events?

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________