



# Team OMF Canada

Independent Fundraising Guide

*Post-Event Evaluation*

Name of Event: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

E-mail: \_\_\_\_\_

Funds Raised (Was the ticket price/admission fee correct, were there enough sponsors or gifts-in-kind, did you reach your fundraising goal?):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Purchases Made for Event (What was purchased and how much?):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Comments on Purchases (Too much purchased, too little, etc.):

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\_\_\_\_\_

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Timeline Adjustments to the Schedule (What was the actual timeframe that worked for you?):

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What worked well?

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Changes/Suggestions:

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Can this event become an annual event?

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*Please invite your committee to share their evaluation at your event wrap-up meeting.*