



SUMMARY REPORT

2019-2020

Please return this completed form to:
ARTSwego, 105 Mahar Hall

SPECIAL NOTE: It is possible to complete this form using Adobe Acrobat but not Adobe Reader. Also, it works best if you first save the blank document to your computer, then complete it and save again before sending it to ARTSwego as an attachment.

Name of Department or Project Sponsor _____

Name of Project _____

Dates of Project _____

Location _____

Describe the program and its impact on the campus community (including master classes, lectures/demonstrations, Q&As, etc.). Relative to your goals, to what degree was the program successful? Did you encounter any problems, including technical, financial, etc.? What changes would you suggest, for yourself or ARTSwego, that could be useful for future programs?

How was the money spent?

List any co-sponsors or contributors that should be given credit.

Program Attendance: If you don't have an accurate count of attendance, please provide an estimate. List attendance for each activity (master classes, lectures/demonstrations, etc.) separately.

Program Description:	# Attended:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL	_____

Please attach any photos, promotional materials, or press coverage from the event.