



# UNITE AFTER ACTION



REQUESTING UNIT:

APPROVAL #

UNITE POC:

EMAIL:

APF REQUESTED:

USED:

NAF REQUESTED:

USED:

DATE OF EVENT:

EVENT LOCATION:

ACTUAL START TIME:

END TIME:

ACTUAL NUMBER OF PARTICIPANTS:

ACTUAL FEES PAID BY PARTICIPANTS:

HOW WELL DID YOUR PLANNING PROCESS GO? COULD IT BE IMPROVED?

HOW WAS THE OVERALL EXECUTION OF YOUR PLANNED ACTIVITIES?  
COULD THIS BE IMPROVED?

WAS THE EVENT EASY TO IMPLEMENT                      YES                      NO  
WOULD YOU HOST THIS EVENT USING UNITE AGAIN                      YES                      NO  
WHY OR WHY NOT?

WHAT FEEDBACK ON YOUR VENDORS CAN YOU PROVIDE?

WHAT EVENT FEEDBACK FROM PARTICIPANTS CAN YOU PROVIDE?

DID YOUR UNIT RECEIVE ADDITIONAL FUNDING (BOOSTER CLUB, DONATIONS,  
SPONSORS, ETC.)                      YES                      NO

UNITE POC SIGNATURE: