



## OUTREACH EVENT LOG FORM

**Date:** \_\_\_\_\_ **Event Time:** \_\_\_\_\_

**Location:** \_\_\_\_\_

**Type of Event:** \_\_\_\_\_

**ACA Members/Facilitators and Number of Volunteer Hours (including drive time)**

Member Name	Description of service donated	Hours	Drive time

**Total Number of Visitors or Audience Members (if unknown, please estimate):** \_\_\_\_\_

**Demographics** of audience members are requested by government agencies for our involvement with the NASA Night Sky Network.. If exact numbers are unknown, please try to estimate. How Many Members were:

Adults: \_\_\_\_\_ Teens: \_\_\_\_\_ Children: \_\_\_\_\_  
 Minority: \_\_\_\_\_ Female: \_\_\_\_\_ Males: \_\_\_\_\_

**IF A SCHOOL EVENT:**

K-8<sup>th</sup> Grade Students: \_\_\_\_\_ High School Students: \_\_\_\_\_  
 Community College Students: \_\_\_\_\_ University (Other) Students: \_\_\_\_\_  
 K-8<sup>th</sup> Grade Teachers: \_\_\_\_\_ High School Teachers: \_\_\_\_\_  
 Community College Instructors: \_\_\_\_\_ University (Other) Instructors: \_\_\_\_\_  
 Other Adults: \_\_\_\_\_

**What materials (and how many) did you hand out at the event, if any? What tools / telescopes were used?**

**Provide a few comments or interesting anecdotes about the event:**