



Officer Transition Forms

Name: _____

Date Completed: ___/___/___

Original Goals/Objectives

Did you meet your goals?

Yes

No

Expected budget \$ _____

Did you go over or under budget? If so, why?

What did you forget to budget for, if any?

What did you forget to purchase, if any?

The best part about the program was...

We forgot to plan for...

Major successes of the program...

Major areas for growth of the program...

Do you feel you had good publicity? Why or why not?

Do you feel you had good attendance? Why or why not?

We can improve our attendance by...

What would be a proposed timeline for each task?
