



## MAJOR GRANT FINAL EVALUATION REPORT

Project directors should complete the following seven sections and return this form to Humanities Texas within 90 days of the end of the grant period. In addition, please send two copies of all project publicity (e.g., newspaper articles, newsletters, press releases) and two copies of other pertinent materials stemming from the project (e.g., posters, photographs, brochures, audio programs, videotapes, films).

Please be as complete and as accurate as possible, as this information is crucial to Humanities Texas and our national partner, the National Endowment for the Humanities. If you have any questions regarding this report, please contact our office.

### I. GRANT INFORMATION

Grant No. \_\_\_\_\_ Grant Period: \_\_\_\_\_

Project Title: \_\_\_\_\_

Sponsoring Organization: \_\_\_\_\_

Project Director: \_\_\_\_\_

### II. AUDIENCE

Estimate the audience profile with reference to gender, age, and ethnic representation.

<b>Gender:</b>	Male	_____ %	<b>Age:</b>	K-12	_____ %
	Female	_____ %		College age	_____ %

#### Ethnic Representation:

Caucasian	_____ %	25-35	_____ %
African American	_____ %	36-55	_____ %
Hispanic	_____ %	56+	_____ %
Asian	_____ %		
Native American	_____ %		
Other	_____ %		

### III. PROGRAM INFORMATION

List all events associated with your program on the following form (e.g., each lecture given, each film screening, each oral history interview). List one event per line using the following key.

- Program Date            Date of the event. For exhibits, indicate the opening and closing dates.
- Format                    Specific format of the event or project (e.g., panel discussion, exhibit, website, TV broadcast).
- Program Site            Venue where the event took place (e.g., Collins Branch Library, Bell County Museum).
- City                        City where the event took place.
- Congressional District   U.S. Congressional district number where the event took place. You can search for the pertinent district number by zip code at [www.house.gov](http://www.house.gov).
- Attendance                List total attendance or audience size for each event (e.g., total room count for a lecture; total hits for a website; total viewers for a film/video broadcast; total distribution for a CD-ROM).

Program Date(s)	Format	Program Site	City	U.S. Dist. No.	Attendance

## IV. SPEAKERS & ADVISORS

### A. Speakers

A speaker is an individual or group who gives a presentation to a public audience (e.g., lecturer, discussion leaders, panel members). List all speakers and their topics. Comment on their enthusiasm, knowledge of the topic, effect upon the audience, and willingness to engage the audience in discussion. Assign ratings and add pages as needed.

#### Rating Criteria

Excellent: A model in all respects  
Good: High quality with only a few shortcomings  
Fair: Informative but exhibited important flaws  
Weak: Little overall value but contained a bright spot  
Poor: Not worthy of Humanities Texas' support

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Name	Title	Institutional Affiliation	Academic Field & Degree
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**Topic:** \_\_\_\_\_

**Date(s):** \_\_\_\_\_ **No. of presentations:** \_\_\_\_\_ **Total Attendance:** \_\_\_\_\_

**Rating:** \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

**Comments on presentation content and speaker's overall contribution to program:**

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Name	Title	Institutional Affiliation	Academic Field & Degree
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**Topic:** \_\_\_\_\_

**Date(s):** \_\_\_\_\_ **No. of presentations:** \_\_\_\_\_ **Total Attendance:** \_\_\_\_\_

**Rating:** \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

**Comments on presentation content and speaker's overall contribution to program:**

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Name	Title	Institutional Affiliation	Academic Field & Degree
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**Topic:** \_\_\_\_\_

**Date(s):** \_\_\_\_\_ **No. of presentations:** \_\_\_\_\_ **Total Attendance:** \_\_\_\_\_

**Rating:** \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

**Comments on presentation content and speaker's overall contribution to program:**

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Name	Title	Institutional Affiliation	Academic Field & Degree
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Topic: \_\_\_\_\_

Date(s): \_\_\_\_\_ No. of presentations: \_\_\_\_\_ Total Attendance: \_\_\_\_\_

Rating: \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

Comments on presentation content and speaker's overall contribution to program:

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Name	Title	Institutional Affiliation	Academic Field & Degree
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Topic: \_\_\_\_\_

Date(s): \_\_\_\_\_ No. of presentations: \_\_\_\_\_ Total Attendance: \_\_\_\_\_

Rating: \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

Comments on presentation content and speaker's overall contribution to program:

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Name	Title	Institutional Affiliation	Academic Field & Degree
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Topic: \_\_\_\_\_

Date(s): \_\_\_\_\_ No. of presentations: \_\_\_\_\_ Total Attendance: \_\_\_\_\_

Rating: \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

Comments on presentation content and speaker's overall contribution to program:

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Name	Title	Institutional Affiliation	Academic Field & Degree
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Topic: \_\_\_\_\_

Date(s): \_\_\_\_\_ No. of presentations: \_\_\_\_\_ Total Attendance: \_\_\_\_\_

Rating: \_\_\_\_\_  
Excellent      Good      Fair      Weak      Poor

Comments on presentation content and speaker's overall contribution to program:

## B. ADVISORS

Advisors are scholars and members of the public who assist in planning and implementing the project. List all advisors associated with the program.

Name	Title	Institutional Affiliation	Academic Field & Degree	Role
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## C. Other

List other scholars and participants who contributed to the humanities-based components of the project (e.g., interviewer, subject matter expert, script and story consultant). Exclude administrative personnel.

Name	Title	Institutional Affiliation	Academic Field & Degree	Role
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## V. Summary

Please summarize your evaluation by circling a rating for each item (5= Excellent, 1= Poor)

Humanities Content	5	4	3	2	1
Speakers/Advisors	5	4	3	2	1
Audience Response	5	4	3	2	1
Funding Level	5	4	3	2	1

## VI. EVALUATION NARRATIVE

On a separate sheet, respond to the following questions about your project. Please feel free to address any other points or concerns that seem relevant.

- 1) Were you able to remain faithful to the work plan outlined in the narrative section of the grant application? If any aspects of the plans were difficult to fulfill, explain.
- 2) How helpful was your Advisory Committee in planning the project and in implementing those plans? How helpful was your co-sponsor (if applicable)?
- 3) A necessary ingredient of a successful public humanities project is interaction among humanities scholars and non-academic members of the community. How well did these groups cooperate in this project?
- 4) Did the targeted audience attend the program? How enthusiastic was the audience? Did the audience size and groups represented correspond with your expectations?
- 5) Describe the dialogue between the presenter(s) and audience. Was it meaningful? How did it encourage and stimulate audience members to think critically about the specific subject matter of the program?
- 6) What changes, if any, in the program's format would have increased the audience's involvement and/or understanding?
- 7) Describe the strengths and weaknesses of the program. How could the program have been strengthened? What would you do differently in the future?
- 8) How helpful was the Humanities Texas staff during the grant process?
- 9) Was your grant award sufficient to fulfill your objectives? How did you find the financial reporting procedures?
- 10) How did you publicize and promote the project? What was the most effective form of promotion?
- 11) Was Humanities Texas properly credited in print materials, the program introduction, and event publicity?
- 12) What did you learn from this project? What surprises did you experience? Would you apply to Humanities Texas grants in the future?

## VII. AWARDS

Please list any distinctions and/or honors recognizing the accomplishment of this project.

Signature: \_\_\_\_\_  
Project Director

Date: \_\_\_\_\_