

## Program Data Sheet

Name of Event: Stained Glass Class			Pilot Program
			Revised program
		X	Repeat Program
Date: 13 July, 2004	Day of Week: Tuesday – 6 weeks	Time: 6 – 8 p.m.	
Location: Frame & Craft	Information Phone #: 788-2729	Price: \$40 & \$50 + supplies	
Program Coordinator: Arlene P. Wallace			
Phone #: 788-2728	Fax #: 788-3786	e-mail Address: wallacea@Monroe.army.mil	
Purpose of the Event: To promote the art of Stained Glass, satisfy customer needs and requests.			
Indicator/Measure of Success: The class continues to draw interest and patrons.			
After Action Report (AAR) Comments from Prior Event(s):  none			

### Key POCs

Name	Requirements	Phone #	Fax #	e-mail	Actions
Casemate/ ezine	Publicity				
In house	Equipment				
In house	Supplies				
	Audio/video				
	Decorations				
	Food & Beverages				
	Procurement				
In house	Set-up / Clean-up				
	Other				

## After Action Report

### Financial Analysis

Sales:	\$330	Notes: 1.) Class is taught by contract instructor. Her salary is include in the COG line. We have repeat customers. 2.) There is little work for our staff for this event other than to be open and take their money.
COGS:	\$196	
Other Revenues:	\$300	
Labor:	contract	
Other Expenses:		
NIBD:	\$375	

### Program Analysis

Attendance: 7	
Indicator/Measure of Success: Repeat patrons and continued interest in stained glass as a hobby.	
Elements to Change:  none	
Elements to Eliminate:  none	
Elements to Add:  none	
Other Comments:	