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SAINT FLORIAN CENTER TOBACCO FREE PARTNERSHIP  
**REPORT FORM: ACTIVITY / EVENT / TRAINING / MEETING**

Name of the activity/event: \_\_\_\_\_  
Starting Date & Time: \_\_\_\_\_ Ending Date & Time: \_\_\_\_\_ Event Length (hours): \_\_\_\_\_

**Please PRINT a brief description of the activity (add additional pages, flyers, articles if necessary)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Type of Activity (check one)**

- \_\_\_\_ Meeting (VOICE, SFCTFP, SFI, ITPC, Youth, Coalition, Community, Faith, Other \_\_\_\_\_)
- \_\_\_\_ Training Activity (Cessation, Smokefree air, other \_\_\_\_\_)
- \_\_\_\_ Presentation (\_\_\_\_\_)
- \_\_\_\_ Media Activity (PSA, Letter to the editor, other \_\_\_\_\_)
- \_\_\_\_ Data Collection (Questionnaires, surveys, other \_\_\_\_\_)
- \_\_\_\_ Event / Rally (\_\_\_\_\_)
- \_\_\_\_ Conference (ITPC, State, Local, Other \_\_\_\_\_)
- \_\_\_\_ Continuing Education Opportunity (\_\_\_\_\_)
- \_\_\_\_ Technical Assistance (\_\_\_\_\_)
- \_\_\_\_ Material Distribution (Please list the total number distributed \_\_\_\_\_ & itemize below)
  - \_\_\_\_ VOICE      \_\_\_\_ Secondhand Smoke      \_\_\_\_ Facts & Figures      \_\_\_\_ Manipulation
  - \_\_\_\_ Cessation      \_\_\_\_ Health Consequences      \_\_\_\_ Blunts      \_\_\_\_ Mothers & Babies
  - \_\_\_\_ Policy      \_\_\_\_ Other \_\_\_\_\_
- Method of Distribution:      \_\_\_\_ In Person      \_\_\_\_ Booth      \_\_\_\_ Mail      \_\_\_\_ Email      \_\_\_\_ Media      \_\_\_\_ Office/Store

**Targeted Population Reached (check all that apply)**

- \_\_\_\_ Black or African American      \_\_\_\_ American Indian / Alaska Native      \_\_\_\_ Asian
- \_\_\_\_ Hispanic or Latino      \_\_\_\_ White or non-Hispanic      \_\_\_\_ Black Male
- \_\_\_\_ GLBT (gay, lesbian, bisexual, transgender)      \_\_\_\_ General Population / Other      \_\_\_\_ Mothers

**Participants Represented (check all that apply & list the TOTAL Number \_\_\_\_\_)**

- \_\_\_\_ SFC Tobacco-Free Partners      \_\_\_\_ SFI / ETCN / ITPC      \_\_\_\_ Community Members
- \_\_\_\_ Faith Community      \_\_\_\_ Political Leaders      \_\_\_\_ General Population
- \_\_\_\_ Special Targeted Population ( \_\_\_\_\_ )      \_\_\_\_ Students (ages \_\_\_\_\_)

**Deliverable Activity: Does this activity fulfill a performance measure program goal? Yes No**

If yes, which one:      \_\_\_\_ Decrease Youth Smoking (Youth Activism/VOICE)      \_\_\_\_ Decrease Secondhand Smoke (worksites, etc)  
   \_\_\_\_ Decrease Adult Smoking (Adult Activism/Cessation)      \_\_\_\_ Maintain Infrastructure (Coalition)

**Description of Activity & location: Example (VOICE planning session at Sports of all sorts)**

\_\_\_\_\_  
\_\_\_\_\_

**Outputs: Example (One hundred letters sent to educate policy makers)**

\_\_\_\_\_  
\_\_\_\_\_

**Outcomes/Expected Impact: Example (Increased knowledge of the VOICE movement)**

\_\_\_\_\_  
\_\_\_\_\_

**Was the event publicized?      \_\_\_\_ Newspaper      \_\_\_\_ Newsletter      \_\_\_\_ TV      \_\_\_\_ Radio      \_\_\_\_ Letter to the Editor**  
**Any publicity generated?      \_\_\_\_ Newspaper      \_\_\_\_ Newsletter      \_\_\_\_ TV      \_\_\_\_ Radio      \_\_\_\_ Letter to the Editor**