



# MAPAE PROGRAM

## KOREAN WAR LEGACY FOUNDATION

### WORLD HISTORY DIGITAL EDUCATION

Thank you for participating in the MAPAE Program.

We are thrilled that we are able to support your event. Please complete the following within 10 DAYS of your event.

<b>Category</b>	<b>Please type your responses below</b>
Name of Coordinator of the Event	
Job Title	
Job Description or Courses Taught	
School or Institution	
Cell Phone Number	
Email Address	
Mailing Address	
Title of Event	
Date, Time, and Location of Event	
Number of Attendees	

#### EVENT SUMMARY

**In 200 words or less, write a short article about your event that we can use in our teacher newsletter.  
Brag about what you were able to do and what your participants learned!  
Please attach a picture from your event.**



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**Provide a brief description of how you recruited participants to this event.  
Describe how you marketed it, including your use of social media.**

**Provide a brief description of how you publicized your event to a wider audience (beyond the participants).  
Consider how you used social media on the day of the event (include the # used on Twitter) or how you  
posted pictures on Instagram or Facebook. Did you invite the media to your event?  
If yes, please provide links to any news coverage this event received.**



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**How will you continue to interact with your participants to keep them involved and connected?**

**Did your attendees have to produce a product during the event?  
If yes, please describe or attach a sample.**

**Suggestions or takeaways to share with the Foundation and funders:**



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#### ITEMIZED EXPENSES

Itemized Expense	Amount
Room Rental	
Refreshments & Food	
Cost of copies, books, or other materials used	
Other Expenses (please itemize)	

#### FINAL CHECKLIST

Attach the following to this report:

- Names and email addresses of participants
- A copy of your agenda
- A copy of all of your receipts

*Thank you for your participation!*