

Charity Meeting Agenda

Program Evaluation Meeting

Date: [Insert Date]

Time: [Insert Time]

Location: [Insert Location]

Agenda Items:

1. Welcome and Opening Remarks
2. Review of Previous Meeting Minutes
3. Overview of Program Objectives
4. Presentation of Program Outcomes
5. Discussion of Challenges Faced
6. Feedback from Participants
7. Future Recommendations
8. Next Steps and Action Items
9. Closing Remarks

Facilitator: [Insert Name]

Contact Information: [Insert Email/Phone]