CATEGOR Y: A. Pre-Weekend
(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1  Was the Program Manual and EZRA used by the Weekend Leader to prepare the Team? How?

   Yes  No

   Reference: Pages 21, 24

   Comment Is Required!

   Comment:

2  Was the Team trained to do their job well and with comfort?

   Yes  No

   Reference: Pages 60, 136

   Comment:

3  Did the Observing Leader 1 identify and facilitate the needs of Guests? (ie: Transportation, childcare and diets)?

   Yes  No

   Reference: Page 73

   Comment:

4  Did the Team Leader hand out Core Team Booklets/Binders and conduct two Core Team Meetings? If no, why?

   Yes  No

   Reference: Page 62

   Comment:

5  Was the minimum required number of Spiritual Directors present at all trainings? If no, why not?

   Yes  No

   Reference: Page 83

   Comment:

6  Were men Team members included in all aspects of Team Formation? How?
7 Were at least 1/3 of the Team first time members? If not, why?

Reference: Page 50

Comment: 

8 Was there a minimum of 36 actual hours of Team Formation? If not, why?

Reference: Pages 10, 136-137

Comment: 

9 Did all Team members attend at least 75% of the HOURS of Team meetings? If no, why not?

Reference: Pages 136-137, ACOP p-10

Comment: 

10 Were all Talks and Meditations previewed according to the Program Manual? If not, why not?

Reference: Pages 143-161

Comment: 

11 Were all Talk assignments done prayerfully and not assigned to repeat people?

Reference: Pages 53, 58
12 Was prayer an integral part of Team meetings? How?

Reference: Pages 16, 83-84

Comment Is Required!
Day One (Friday)

1. Were all Guests hosted by a single Team Contact? If not, why?
   - Yes
   - No
   Reference: Page 75
   Comment:

2. Were all Team Contacts attentive to their Guests on Friday evening?
   - Yes
   - No
   Reference: Pages 133-135
   Comment:

Meditation: Prodigal Daughter

3. Was the Meditation presented according to the Program Manual and within time limits?
   - Yes
   - No
   Reference: Pages 143-147
   Comment Is Required!
   Comment:

Talk: Choices

4. Was the Talk presented according to the Program Manual and within the time limits?
   - Yes
   - No
   Reference: Pages 143-146, 148
   Comment Is Required!
   Comment:

5. Was the Bedtime Story conducted according to the Program Manual?
   - Yes
   - No
   Reference: Pages 20, 85, 169
   Comment:
Day Two (Saturday)

Meditation: I Am Worthy
6  Was the Meditation presented according to the Program Manual and within the time limits?

Reference: Pages 143-146, 149

Comment Is Required!

Talk: Isolation and Rejection
7  Was the Talk presented according to the Program Manual and within the time limits?

Reference: Pages 143-146, 150

Comment Is Required!

Talk: The Church
8  Was the Talk presented according to the Program Manual and within the time limits?

Reference: Pages 143-146, 151

Comment Is Required!

Meditation: Accepting God's Forgiveness
9  Was the Meditation presented according to the Program Manual and within the time limits?

Reference: Pages 143-146, 152

Comment Is Required!
Talk: Communication with God
10 Was the Talk presented according to the Program Manual and within the time limits?

Yes No

Reference: Pages 143-146, 153

Comment Is Required!
Comment:

Talk: Anger
11 Was the Talk presented according to the Program Manual and within the time limits?

Yes No

Reference: Pages 143-146, 154-155

Comment Is Required!
Comment:

Meditation: Forgiveness of Others
12 Was the Meditation presented according to the Program Manual and within the time limits?

Yes No

Reference: Pages 143-146, 156

Comment Is Required!
Comment:

13 Was the Elegant Dinner conducted according to the Program Manual?

Yes No

Reference: Pages 21, 114-115, 117, 119, 176

Comment:

14 What Forgiveness Service was used? Was it conducted according to the Program Manual?

Yes No

Reference: Pages 87-93

Comment Is Required!
Comment:
15 Was Walking in Love conducted according to the Program Manual?

![Yes No]  
Reference: Pages 71-72

**Comment Is Required!**

Comment: 

16 Was the Thanksgiving/Agape Service conducted according to the Program Manual?

![Yes No]  
Reference: Pages 121-122

**Comment Is Required!**

Comment: 

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**Day Three (Sunday)**

17 Was Flowers at Dawn conducted according to the Program Manual?

![Yes No]  
Reference: Pages 85, 178

**Comment Is Required!**

Comment: 

Talk: Home Environment

18 Was the Talk presented according to the Program Manual and within the time limits?

![Yes No]  
Reference: Pages 143-146, 157

**Comment Is Required!**

Comment: 

Talk: Relationships

19 Was the Talk presented according to the Program Manual and within the time limits?

![Yes No]  
Reference: Pages 143-146, 158
20 Were Special Letters obtained and distributed according to the Program Manual?

Reference: Pages 22, 179

Comment Is Required!

Comment:

21 Was the Talk presented according to the Program Manual and within the time limits?

Reference: Pages 143-146, 159

Comment Is Required!

Comment:

22 Was the Talk presented according to the Program Manual and within the time limits?

Reference: Pages 143-146, 160

Comment Is Required!

Comment:

23 Was the Birthday Party conducted according to the Program Manual?

Reference: Page 180

Comment Is Required!

Comment:

24 Were the "Going Forth" booklets distributed and explained according to the Program Manual?

Reference: Page 112
25. Was the group photo taken and distributed according to KPMI policy?
   
   ![Yes | No]
   
   Reference: Pages 56, 110, 112

26. Was there closing prayer time on Sunday for Table Families?
   
   ![Yes | No]
   
   Reference: Page 180

27. Was the Closing conducted according to the Program Manual?
   
   ![Yes | No]
   
   Reference: Pages 181-182

28. Were issues encountered on the Weekend? What were they and how were they handled?
   
   ![Yes | No]
   
   Reference: Comment Is Required!

29. Did you have "extra" time? How was it used?
   
   ![Yes | No]
   
   Reference: Comment Is Required!
 CATEGORY:  C. Weekend Information
(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1  How many Team members were on the Weekend?

   

Comment:  

Reference: Pages 35, 52

2  Did this number seem adequate?


Comment:  

Reference:

3  Were all Team members present the entire Weekend?


Comment:  

Reference:

4  How many Team members have ever been a Kairos Outside Guest?

   

Comment:  

Reference: Page 50

5  How many Angels were there?

   

Comment:  

Reference: Pages 128-130

6  Was this enough and why?


Comment:  

Reference:
7 How many confirmed Guests did the Observing Leader 1 have 30 days prior to the Weekend?

Comment: 

Reference: Pages 21, 74

8 Were things done before the Weekend to ensure potential Guests attended the Weekend? What?

Yes  No 

Reference: 

Comment Is Required!

Comment: 

9 How many Guests started the Weekend?

Reference: 

Comment: 

10 How many Guests completed the Weekend? If any left, when and why did they leave?

Reference: 

Comment Is Required!

Comment: 

11 Was confidentiality respected during all aspects of the Kairos Ministry?

Yes  No 

Reference: Pages 4-5, 17

Comment: 

12 Was the Community invited to participate in Weekend events? Which ones?
13 Did male volunteers adhere to the guidelines set forth in the Program Manual?

Reference: Pages 20, 22

Comment Is Required!

Comment: 

14 Did the Team Leader hold all Team meetings during the Weekend?

Reference: Pages 53, 120

Comment: 

15 Was every speaker prayed for before and after their Talk/Meditation by a Spiritual Director and member of the Kitchen Te

Reference: Pages 163, 169, 170, 177

Comment: 

16 Was the minimum required number of Spiritual Directors present all Weekend?

Reference: Pages 36, 84

Comment: 

17 Was the Music Team effective in a manner consistent with the Program Manual and CCLI licensing requirement? How?

Reference: Pages 94-96
18 Did anything out of the ordinary happen (awesome or otherwise)? If something not great, can something be done so it...

Reference:

Comment:
CATEGORY: D. Post-Weekend
(Please check or fill in the correct answer. Comments are required for all 'No' and 'NA' answers.)

1. Were all Weekend evaluations collected?

   [Yes] [No] Reference:

   Comment:

2. Were all Weekend evaluations given to the Advisory Council?

   [Yes] [No] Reference:

   Comment:

3. Was anything done well on the Weekend? What?

   [Yes] [No] Reference:

   **Comment Is Required!**

   Comment: