### 2023 TMC Lab Usage Report

Single use or monthly reporting form

This form is also available online

<table>
<thead>
<tr>
<th>Date:</th>
<th>10. <strong>Community served</strong> (Name of town/community)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. <strong>Lab #/Hosting Organization</strong></td>
<td>11. <strong>Program name and/or location</strong> (Name of youth program, class, library, community center, park, etc.)</td>
</tr>
<tr>
<td>2. <strong>Name of your organization</strong></td>
<td></td>
</tr>
<tr>
<td>3. <strong>Report filed by</strong> (Your name here)</td>
<td>12. <strong>School name</strong> (if applicable)</td>
</tr>
<tr>
<td>4. <strong>Email</strong></td>
<td>13. <strong>School District/Number</strong> (if applicable)</td>
</tr>
<tr>
<td>5. <strong>Date of use</strong> (If multiple sessions, indicate first date of use for this user report)</td>
<td>14. <strong>In school or out-of-school time?</strong> (Where was the lab used? During school or non-school time?)</td>
</tr>
</tbody>
</table>
| 6. **Number of sessions** (How many times was TMC used during this time?) | a) At a school, during school hours  
   b) At a school, out of school hours  
   c) Not at a school, during school hours  
   d) Not at a school, non-school hours |
| 7. **Total # of hours** (How many “program hours” were delivered using TMC?) | 15. **How was the lab used?**  
   a) No trailer: used TMC activities/supplies INDOORS  
   b) No trailer: used TMC activities/supplies OUTDOORS  
   c) Used trailer: youth only  
   d) Used trailer: community, family or adults included |
| 8. **Number of youth participants**  
(For this session or during this reporting period) | 16. **Number of adult leaders who used the lab**  
(During this reporting period) |
| 9. **How many youth were first-time participants?**  
(For this session or during this reporting period) | 17. **TMC Lab activities used** (List activities used today, or most frequently during this reporting period) |
| a) 100% new users of TMC labs  
   b) >50% More than half were NEW users  
   c) <50% Less than half were NEW users  
   d) Most youth were REPEAT users |
18. **Other activities** (TMC or non-TMC activities)

19. **Youth feedback** (Generally, how was TMC received by youth?)
   a) Almost all were excited and engaged in activities
   b) Most were excited and engaged in the activities
   c) Mixed bag—around half were excited and engaged
   d) Less than half were excited and/or engaged

20. **How well did the activities work?** (Did staff feel the sessions were both “hands-on” and “minds-on?”)
   a) Activities felt both “hands-on and minds-on”
   b) Activities were “hands-on” but not always “minds-on”
   c) Activities were neither
   d) Not sure

21. **Highlights and stories**
   (How did it go? What did the kids say about the lab? What worked best?)

22. **Community engagement** (How did non-staff adults or teachers engage with the lab)

23. **Comments or suggestions for improvement**
   (What can we learn from your experience with the lab?)

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**Demographics** (Answer to the best of your ability, using visual estimation if necessary. Options based on U.S. federal demographic terminology.)

**Gender:**

_______% Male
_______% Female
_______% Gender Unknown

**Ethnicity**

_______% Hispanic or Latino
_______% Not Hispanic or Latino
_______% Ethnicity Unknown

**Race**

_______% American Indian or Alaska Native
_______% Asian
_______% Black or African American
_______% Latino or Hispanic
_______% Native Hawaiian or Other Pacific Islander
_______% White
_______% Race Unknown

**Age of participants:** ____________________________
Restocking Report

If your TMC program leader requires it, fill out this form completely at the end of each day or activity.

This section will be used by your organization to order and re-stock materials. The Idaho Out-of-School Network does not require this information.

Your Name: _______________________________________________________ Date: __________

<table>
<thead>
<tr>
<th>Materials Used</th>
<th>Quantity</th>
<th>Time to restock?</th>
</tr>
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<tbody>
<tr>
<td>(Indicate any issues: did anything break, need to be replaced, or not work?)</td>
<td></td>
<td></td>
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</tbody>
</table>
