



Needs Assessment Form: Teambuilding Outdoor Pursuits Program

Group Name:

Contact Phone Number:

Contact Name:

Approximate Number of Participants:

Contact Email:

Approximate Number of Observers:

Please list three proposed days and times for your teambuilding program. Keep in mind, we can accommodate a wide variety of days and times, even outside of business hours, so long as we have the staff availability. Generally, teambuilding programs run for either 2 or 3 hours.

1. _____
2. _____
3. _____

Please write a brief description of your group and their history with one another.

Are there any specific outcomes that you would like this program to focus on? (Including but not limited to: cross-departmental cooperation, leadership, communication, trust, problem-solving, etc).

Do any members of your group require any accommodations? Please describe any disability-related accommodations that will facilitate full participation for individuals in your group in this teambuilding experience, such as: Sign Language interpreting, Braille or electronic text, adaptive programming?

What level of physical exertion do you think would best suit your group?

Low Exertion (Heavy focus on puzzle solving and group thinking)

Medium Exertion

High Exertion (Physical problem-solving and hands-on initiatives)

_____ Please initial here to represent that you have read and understood the following program policies:

- Payment is due 1 week in advance of your program. Payment for UP groups can be through internal transfer or with Pcard. Payment can also be arranged as a portal on OPP's website, with each individual paying for themselves.
- Program cost is \$10/participant.
- Groups have up until 1 week before the program date to change their number of participants, otherwise that price is locked in regardless of if the number of participants change day-of.
- No refunds are offered for no-show participants, for any reason.
- Outdoor Pursuits staff reserve the right to dismiss any participant from a program at their discretion- for reasons including but not limited to: aggression, risky behavior, discrimination, harrassment, failure to follow instruction.

Once completed with this form, please email it to Rae Pickens (pickens@up.edu) and allow up to 5 business days for a response.