

SY 2026-2027 Timeline

September 30	SD signed Funding Agreements are due. Full-Time Enrollment (FTE) Letter for staffing for Youth Work in Trades is due.
October	Youth Train in Trades October Intake will be opened, and the Youth Train in Trades October Intake Cohort Confirmation will be sent after the intake has closed. Funding Agreement First Payment • 40% of total funding amount
February	Mid-Year Completion Report will be sent. Youth Train in Trades February Intake will be opened, and the Youth Train in Trades February Intake Cohort Confirmation will be sent after the intake has closed. Youth Train in Trades Reconciliation Report
March	Mid-Year Completion Report is due on March 5. • Check if registration numbers are within range of target goal Skilled Trades Access Fund Reimbursement Form (Segment 1) is due on March 5.
Mid-March	Funding Agreement Second Payment • 30% of total funding amount • 10% of programs for being in target registration range or follow up has been completed and district is still on track
May	Forecast Documents for next school year are due. Youth Train in Trades May Intake will be opened, and the Youth Train in Trades May Intake Cohort Confirmation will be sent after the intake has closed. Discussions/Negotiations for next school year's Funding Agreement
June	Final Summary Report is due on June 25. Skilled Trades Access Fund Reimbursement Form (Segment 2) is due on June 25. All Youth Program registrations for the school year must be submitted on DCMS before the school year ends. Finalize Funding Agreements for next school year
July	Final Payment • Remaining 20% of total funding amount if the funding conditions have been met.

Looking for the full Admin Resource Guide? Please contact youth@skilledtradesbc.ca