

SKILLED**TRADES**<sup>BC</sup>

**YOUTH DISCOVER COMPLETION REPORT**

## Contact Information

### School District or Sponsoring Organization

Name	
School District #	

### Contact Person

Name					
Title					
Mailing address					
City		Prov.		Postal Code	
Tel		Fax			
E-mail					
May we publish your contact information in the Sample Youth Discover the Trades Activity Guide along with your project report? Other school districts may wish to contact you for additional information.					<input type="checkbox"/> Yes <input type="checkbox"/> No

## Project Summary

The information in this section will be included in the *Sample Youth Discover the Trades Activity Guide* to assist other school districts to plan future activities. Provide a brief description of your proposed activity/event including how your proposal met the Youth Discover the Trades program objectives.

Please review your application for Youth Discover the Trades funding. Were there any changes in the way the project was delivered?

**Best practices and suggestions for other school districts who may hold a similar event in the future.**

Include information about engaging stakeholders, challenges and lessons learned

Total Project Cost		Youth Discover the Trades Funding Received	
Number of Schools		Grade Level of Students	
Number of Students		Number of Parents	
Number of Other Partners		Number of Tradespeople	
Trades Presented			

## Financial Information

Please tell us If you have underspent your projected budget by more than \$500. You are no longer required to provide invoices, receipts or a budget upon completion. Please provide a written explanation of how you propose to spend the amounts left if you have underspent. It should align with developing greater trades experience/awareness.

## Evaluation

Please do not send the completed forms to the SkilledTradesBC, simply provide a tally here.

After participating in Youth Discover the Trades are you more interested in a career in the trades?	
Number of students who answered evaluation questions	

Comments and Quotes from Participants (you can also attach)

### Supporting Documentation:

Please provide a list of additional documentation that you are including with your completion report. If needed, the lesson plan template is available on the SkilledTradesBC website: <https://skilledtradesbc.ca/youth-discover-trades-program>

You can also provide photos or film links.

Type e.g. document, photo, video...	Description e.g. lesson plans, notices to parents, media coverage, evaluations, supply lists, invoice...	Filename Filename of emailed files or a download link for large files including video and high resolution photos.	Permissions Please indicate whether you have permission to share this information publicly - this is especially important with photos and videos that include students.

### FOR OFFICE USE ONLY

Date received		Invoice Sent	
Sample Youth Discover the Trades Activity Guide Updated		Supplemental Documentation Received	

**Additional Space If Required**

