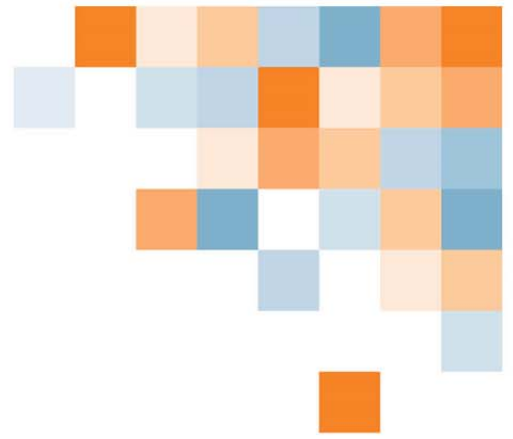


ita
YOUR TICKET.



YES 2 IT APPLICATION FORM 2015

INSTRUCTIONS

Applicants are encouraged to be concise but to include details that will ensure we have a complete picture of your proposed activities. If additional space is required, please use space on last page or attach a separate document.

A copy of your school district Media Release Form must be attached; inclusion of lesson plans for proposed activities is recommended.

All applications to YES 2 IT **must** be submitted electronically. The form is a fillable PDF form and requires Acrobat Reader (available as a free download from get2.adobe.com/reader) or you may print and scan it back to ITA

The form is available here: <http://www.itabc.ca/youth/educators#yes2it> Save the YES 2 IT application document using the following file naming protocol:

- YES2IT Year Month Application_School District #/Organization Name
- SD#12 example: **YE2IT 2015 05 Application_SD 12**

Email your application to: yes2it@itabc.ca.

1. LEAD ORGANIZATION INFORMATION

A. School District or Sponsoring Organization

| | | | | | |
|-------------------|--|-------|--|-------------|--|
| Name | | | | | |
| School District # | | | | | |
| Telephone | | | | | |
| Mailing address | | | | | |
| City | | Prov. | | Postal Code | |

B. Contact Person

| | | | | | |
|-----------------|--|-------|--|-------------|--|
| Name | | | | | |
| Title | | | | | |
| Mailing address | | | | | |
| City | | Prov. | | Postal Code | |
| Tel | | Fax | | | |
| E-mail | | | | | |

C. YES 2 IT Application Submission

| | |
|------|--|
| Date | |
|------|--|

D. The school district agrees to sponsor the activity/event in partnership and provide a full report and evaluation of the event/activity upon completion.

| Superintendent of Schools | | | |
|---------------------------|--|------|--|
| Name | | Date | |
| Signature | | | |

2. PROGRAM INFORMATION

A. Please indicate which stream you are applying for:

- ☐ **Stream A - Experience Events:** interactive hands-on experiences applying some of the skills used in a variety of trades careers for small groups of students/parents/educators/employers
- ☐ **Stream B - Expose and Inspire:** engaging events that expose generally larger groups of students/parents/ educators/ employers to trades careers

B. Identify the date(s) and location(s) of your YES 2 IT activity(s).

ACCEPTED DATES ARE IN THE APPLICATION GUIDE THERE ARE BLACK OUT DATES DUE TO OUR FISCAL YEAR

| | | | |
|-------------|--|-------------|--|
| Start date | | Finish date | |
| Location(s) | | | |

C. List the school(s) that will be involved, the grade level(s) of any students and the expected numbers of students/parents/educators/employers

| | |
|----------------------------------|--|
| Schools | |
| Grade Level(s) | |
| # of Students | |
| # of Parents/Educators/Employers | |

- D. Provide a brief description of your proposed activity/event and your primary and secondary audience (students, parents, educators, employers). Indicate how your proposal will meet the YES 2 IT program objectives (See Application Guide for more details).**

| |
|--|
| |
|--|

- E. For each trade, provide a brief description of your planned hands-on activity(s).**
Experience stream applications must include lesson plans. Please use a separate YES 2 IT lesson plan template for each activity. Lesson plans should be submitted along with this application, available on the ITA website:
<http://www.itabc.ca/youth/educators#yes-2-it>

| | |
|-------------------------------|--|
| Trade | |
| Specific hands-on activity(s) | |
| Trade | |
| Specific hands-on activity(s) | |

| | |
|-------------------------------|--|
| Trade | |
| Specific hands-on activity(s) | |
| Trade | |
| Specific hands-on activity(s) | |
| Trade | |
| Specific hands-on activity(s) | |

- F. List the partner organizations who will be involved with your YES 2 IT activity such as industry/tradespersons and/or post-secondary institutions.** Provide contact information for each partner.
Provide a specific description of the involvement and/or contribution provided by each of your partners.

| | | | |
|---------------------------------|--|-------|--|
| Partner Organization | | | |
| Contact Name | | Phone | |
| Involvement and/or contribution | | | |
| Partner Organization | | | |
| Contact Name | | Phone | |
| Involvement and/or contribution | | | |
| Partner Organization | | | |
| Contact Name | | Phone | |
| Involvement and/or contribution | | | |

- G. Indicate the pre-activity and post-activity learning activities that will be undertaken with your audience.**
(Examples: school news, handouts, invitations, follow up survey, PAC support, activity sheets, media promotions, debriefing, or other activities)

3 MEDIA RELEASE FORM

There are two media release forms to have your students sign: the school's forms and the ITA's forms. The ITA Media Release Form is found on our webpage. Please check the box below to indicate your commitment to the use of Media Release Forms:

- ☐ **We confirm that all students/parents/educators/employers will submit Media Release Forms, prior to participating in YES 2 IT activities.**

4. BUDGET

Provide a projected itemized budget with greater details than the chart below. Include all budget items in each of the categories below required for your project and identify those items you wish covered by YES 2 IT. Please show how all expenses will be covered, including in-kind donations.

| Projected YES 2 IT Budget Table | | | | |
|--|--------------|----------------------------|-----------------------|---|
| YES 2 IT Budget Category | Total Budget | YES 2 IT Funding Requested | Other Funding Sources | Type of other funding (Cash, Donation, In-kind) |
| Transportation | | | | |
| Materials & Supplies (list them) | | | | |
| Media & Promotions --youth flyers available @ www.itabc.ca/youth/educators | | | | |
| Honoraria & Salary Costs | | | | |
| Safety Materials | | | | |
| Legacy Items (ex. Recognition Plaque, Certificates) | | | | |
| Other Please specify below | | | | |
| Total | | | | |

Please identify any expenses included in 'Other'. Capital expenses cannot be covered through the YES 2 IT grants. See guide for details.

5. EVALUATION

Evaluation is an important aspect of the YES 2 IT program. School districts are responsible to collect, collate and submit the result of the evaluation in the Project Completion Report. Please check the box below to indicate your commitment to conducting program evaluation including asking participants *After participating in YES 2 IT are you more interested in a career in the trades?* Or for a parent/educator/employer audience: *After participating in a YES 2 IT event are you more aware of the trades programs offered, and the benefits of them? Can we contact you to give you more information?*

☐ We confirm that we will have the participants complete the YES 2 IT evaluation and will submit collated responses as part of the Project Completion Report.

ADDITIONAL SPACE IF REQUIRED

FOR OFFICE USE ONLY:

| | | | |
|-----------------------|--|-----------------------|--|
| Date received | | Application Number | |
| Total Funding Request | | Total Funding Granted | |
| | | | |