



YUKON HERITAGE TRAINING FUND

HTF WRITTEN REPORT FORM INDIVIDUAL

PART A: PROJECT DETAILS

Name:

Training Title:

Training Date(s):

Training Location(s):

Trainer(s):

Training Status:

Complete Incomplete

If you did not complete the training, please explain:

Training Outcome:

Pass Fail Not Applicable

Status Before Training:

Unemployed Employed Self-Employed

Status After Training:

Unemployed Employed Self-Employed Continuing Training

PART B: TRAINING DESCRIPTION AND BENEFITS

1. Describe the content, format, and methods of the training. Consider the following:
 - a. What topics were covered by the training?
 - b. How was content/information shared during the training?
 - c. Did participants take an active role in the training, and if so, how? What activities did participants complete, if any?
 - d. What resources or tools, if any, were provided to participants?



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2. Describe the benefits of the training project as related to the purpose and expected outcomes of HTF (e.g. acquired skills, insights, lessons, new views, opportunities).

PART C: TRAINING EVALUATION

3. Please indicate your level of agreement with the following statements:

This training has increased my ability to obtain, create, or retain employment in heritage.

- Strongly Agree Agree Undecided Disagree Strongly Disagree

This training has developed my skills and knowledge as they relate to employment in heritage.

- Strongly Agree Agree Undecided Disagree Strongly Disagree

My participation in this training has had a positive impact on my professional/job satisfaction.

- Strongly Agree Agree Undecided Disagree Strongly Disagree

4. How would you rate the overall quality of this training?

- Very High High Adequate Low Very Low

5. Would you recommend this training to others? Yes No



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PART D: REPORT CHECKLIST

- Completed report form
- Completed financial report
- Supporting documents for financial report (receipts/invoices and/or signed affidavit)
- Proof of participation in training

PART E: AFFIRMATION

I affirm that the statements in this report and in all further submissions regarding this report are, to the best of my knowledge, true and correct. I understand that the information provided in this report and any related correspondence with the Fund may be shared with the Government of Yukon. This information may be used for policy analysis, statistical, research, and/or program evaluation purposes by the Government of Yukon, by which it is collected and managed in accordance with the *Access to Information and Protection of Privacy Act*, SY 2018, c. 9 (the "Act"). Records and information pertaining to this report may be disclosed to third parties only in accordance with the Act.

I acknowledge that I have read and understand the above information regarding the collection, use, and disclosure of my personal information:

Name (Please Print)

Signature

Date