

# Alberta Made Production Grant

## Mentorship Completion Form

### Instructions

- To be completed by the mentor at the end of the training period.
- Completion of this form is required as part of the production company's reporting package for the Training and Mentorship Incentive (TMI).
- If you wish to submit the outcomes separate of the production company, please email the completed form to [cultural.industries@gov.ab.ca](mailto:cultural.industries@gov.ab.ca).

**Production Company:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Mentor Name:** \_\_\_\_\_ **Trainee Name:** \_\_\_\_\_

**Mentor Job Title:** \_\_\_\_\_ **Trainee Job Title:** \_\_\_\_\_

Review your goals from the Mentorship Agreement and provide details below.

| Mentor Outcomes | Goal Completed           |
|-----------------|--------------------------|
| 1. _____        | <input type="checkbox"/> |
| 2. _____        | <input type="checkbox"/> |
| 3. _____        | <input type="checkbox"/> |

Do you believe the trainee met their goals?  Yes  No

**Comments:**

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Sign and date to indicate the completion of the training and mentorship period.

Please provide your email address. The Alberta Media Fund may follow up with a brief optional survey or for testimonials to your experience with the program. All information collected is confidential unless otherwise agreed upon by the individual, including any positive or negative statements or findings in relation to the business relationship between the production company, mentor and trainee.

**Mentor Name:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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### Mentor Signature

*The personal information collected through the Mentorship Completion form is for the purpose of administering the Alberta Made Production Grant. This collection is authorized by section 33 (c) of the Freedom of Information and Protection of Privacy Act and managed in accordance with the Act. For questions about the collection of personal information, contact the Alberta Media Fund at 780-422-8584, by email at [culturalindustries@gov.ab.ca](mailto:culturalindustries@gov.ab.ca), or mail to 140-4211 106 Street Edmonton, Alberta T6J 6L7.*

Alberta Made Production Grant Training and Mentorship Incentive <https://www.alberta.ca/alberta-made-production-grant>

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# Alberta Made Production Grant

## Trainee Completion Form

### Instructions

- To be completed by the trainee at the end of the training period.
- Completion of this form is required as part of the production company's reporting package for the Training and Mentorship Incentive (TMI).
- If you wish to submit the outcomes separate of the production company, please email the completed form to [cultural.industries@gov.ab.ca](mailto:cultural.industries@gov.ab.ca).

**Production Company:** \_\_\_\_\_

**Project Name:** \_\_\_\_\_

**Mentor Name:** \_\_\_\_\_ **Trainee Name:** \_\_\_\_\_

**Mentor Job Title:** \_\_\_\_\_ **Trainee Job Title:** \_\_\_\_\_

Review your goals from the Mentorship Agreement and provide details below.

| Trainee Outcomes | Goal Completed           |
|------------------|--------------------------|
| 1. _____         | <input type="checkbox"/> |
| 2. _____         | <input type="checkbox"/> |
| 3. _____         | <input type="checkbox"/> |

Do you believe your training goals were met?  Yes  No

**Comments:**

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Sign and date to indicate the completion of the training and mentorship period.

Please provide your email address. The Alberta Media Fund may follow up with a brief optional survey or for testimonials to your experience with the program. All information collected is confidential unless otherwise agreed upon by the individual, including any positive or negative statements or findings in relation to the business relationship between the production company, mentor and trainee.

**Trainee Name:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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### Trainee Signature

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