

## 2017 - 2018 LABOUR MARKET PARTNERSHIPS

### PROGRAM OVERVIEW

Labour Market Partnerships (LMP) is a program element under the Workforce Partnerships Program. It is intended to enhance workplace human resource development and labour market adjustment strategies through community partnerships. The LMP program is designed to identify, develop and support projects with industry, organizations and community groups with common labour market needs.

For a project to be eligible, it must create a measurable impact and align with one or more of the following objectives:

- to encourage, support and facilitate human resource planning and labour market adjustments.
- to promote industry/community involvement and community capacity building in order to address labour market needs.
- to develop and promote labour market intelligence and its use in labour market development.

The program funding is limited and not every eligible application will receive funding. Projects will be assessed on how closely it meets grant criteria and aligns with Ministry business objectives.

- Albertans have the skills required by Alberta's labour market
- Alberta is able to attract and retain a skilled, resilient and productive workforce to support a diversified economy

For more information on Ministry business objectives check out our Labour Business Plan 2016-19 at <http://finance.alberta.ca/publications/budget/budget2016/labour.pdf>

### ELIGIBILITY

The range of projects possible through the LMP program will vary, but they **must**:

- support activities which address a labour market need,
- involve a partnership, and
- be finite (i.e. project-specific).

Under the LMP program, all projects **must** include a minimum of **three** partners prepared to contribute to the project, preferably with representation from various segments of industry or community. Each partner is expected to assume an active role and to make a significant contribution

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(in-kind or monetarily) to the proposed project. This will ensure broad-based support for the project, its results and implementation of recommendations. There is no maximum limit to the number of partners involved in a LMP project.

### **Eligible Entities**

Co-operative partnerships may be formed between partners such as:

- non-profit organizations or social agencies,
- industry associations/employer organizations,
- employee organizations,
- health and education providers (public and private),
- local planning groups/community action groups,
- charitable foundations,
- First Nations organizations,
- Métis organizations,
- other governments (municipal, provincial and federal), and
- profit businesses

Alberta Labour is considered to be one of the **three** partners.

### **Examples of activities that may be considered include:**

#### **Research and Analysis to:**

- conduct a labour market environmental scan,
- develop profiles of the unemployed,
- identify labour market trends,
- analyze potential training needs and employment opportunities within a community or industry sector,
- create labour market profiles to anticipate and prepare for future prospects,
- track or assess labour market or community interventions, and
- address the announcement of the eventual closure of a major community employer including: the assessment of employment trends in the community; determining the net impact of the closure on the labour market; developing a profile of threatened employees; and producing recommendations for labour market adjustment solutions.

#### **Planning to:**

- assist a community or industry sector with the development of a strategic plan to prepare for future skill requirements and/or prevent skill shortage,
- develop an industry-based human resource plan to ensure employee skills are maintained, and
- conduct a human resource planning initiative.

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### Promotion to:

- address a current labour market need,
- heighten awareness of labour market issues such as skill shortage through the dissemination of labour market information and/or a career awareness campaign, and
- market new programs or services to address a labour market need within an industry sector or community.

### Communications to:

- assist industry sectors or associations to share best practices in human resource development and career/employment training,
- conduct industry or community consultations that assist in improving human resource development and/or labour market adjustment needs,
- initiate discussions regarding community challenges and labour market opportunities, and
- assist in the development and/or dissemination of industry or community-based labour market products to address an identified need.

### Coordination to:

- facilitate community problem solving relating to labour market issues.

### Ineligible Activities

Examples of activities that **must not** be supported through the LMP program include projects that:

- **include direct service delivery to individual clients,**
- **provide funding to cover employee-training costs.**
- create a long-term funding dependency,
- duplicate and/or replace programs or services already provided by the Government of Alberta
- duplicate information/education products already available in the community,
- address union-management collective bargaining issues,
- assist employers, associations, training institutions and communities to develop their infrastructure and/or to cover day-to-day operational costs,
- involve community development or community capacity building activities that do not address an identified labour market need,
- support an educational institution in determining its training needs and/or developing its own curriculum, and
- assist business/industry in research related to new products or product development

## PROPOSAL REQUIREMENTS

Submit a completed proposal template from interested parties to Labour at: [IWP@gov.ab.ca](mailto:IWP@gov.ab.ca).

Subject line: LMP Proposal – Organization Name

Where possible the proposal should clearly and concisely outline the following:

- project objective
- scope/purpose of the project
- duration of the project with project deliverable timelines
- proposed deliverables (i.e. what activities/services will be implemented with the proposed funds from Labour)
- proposed outcome(s)
- detailed budget and budget rationale of the project including the requested contribution from Labour
- a list of all partners involved with the project
- a breakdown of the contributions from each partner (financial and in-kind)
- detailed information on how the project will sustain and not be reliant on future grants
- a communications plan detailing how the information will be shared with the community or industry sector
- risk management strategies
- ability to carry out the project
- any relevant documentation that supports the need for the project.

## FUNDING PARAMETERS

The LMP program is used to support short-term finite projects. The duration of funding should not exceed 12 months from the grant start date. Exceptions may be considered on a case by case basis.

Workforce Initiatives is looking to contribute funds between \$50,000 and \$200,000. Funding requests outside this range will be considered based on the availability of funding and how the project reflects Labour's priorities.

## REPORTING AND PERFORMANCE MEASUREMENT

Reporting requirements/deliverables will be negotiated at the time a grant agreement is signed.

### Glossary of Terms Specific to the LMP Program

1. **Workplace Human Resource Development**

This involves the design, development and implementation of human resource strategies. It might include the analysis of employment opportunities within an industry sector; identification of labour market trends; identification of skills gaps and barriers to hiring and retaining human resources; and development of an industry-based human resource plan.

2. **Labour Market Adjustment Strategies**

This refers to activities that result in improved balance between the supply and demand of a labour force situation. It might include an assessment of a current situation such as a closure of a major community employer; the development of a human resource plan aimed at improving the imbalance between the supply and demand of a labour force situation; and activities that heighten awareness of labour market issues.

3. **Community**

Community is referred to in the broadest sense. Community is defined by a common interest of several partners. Community could range from a geographical area (e.g. Lethbridge area), to an industry/interest sector (e.g. the arts community or the oil and gas sector), to a group of people with a common demographic (e.g. youth community).

4. **Labour Market Intelligence**

Strategic assembly, interpretation and use of information and resources that contribute to better planning, leveraging, implementation and evaluation in labour market development.

5. **Labour Market Development**

Refers to the labour market as well as the people and measures that promote the matching of labour market demand and supply. This could include skills acquisition to meet labour market demands but could also include measures that increase the efficiency of the labour market.

6. **Partners**

In the case of the LMP program, "partners" refers to evidence that there is a minimum of three parties prepared to contribute (in-kind or monetarily) to the outcome of the project.

7. **Co-operative partnerships**

A co-operative partnership refers to partners collaboratively working towards a common goal.

8. **Skill Shortage**

A situation of skill shortage occurs when, under existing labour market conditions and at any particular time and geographical location, the skills readily available within the labour market fall short of the requirements.