

# GRANT STREAM 2

## Essential Tips You Shouldn't Miss!

### OBJECTIVES:

The key objectives of this grant program are to:

- Provide primary agriculture and agri-food processing sectors with training and support to improve human resource business skills to attract and retain workers and reduce turnover. This training may include a contracted service provider that is included in the producer or business owner's grant application.
- Build self-reliance and expertise in the industry by increasing human resources knowledge and best practices.

### ELIGIBLE ACTIVITIES AND EXPENSES

- Allow companies to secure training to improve human resource business skills to attract and retain workers and reduce turnover.
- Consulting fees paid to a third-party consultant to complete eligible activities.

The key focus is to improve HR business skills for the betterment of the organization, its employees and the overall industry. The goal is to position the industry to be competitive and attractive to current and future employees so primary agriculture and agri-food can continue to attract key talent now and into the future to meet the growing demand.

Grant Stream 2 does not include direct employee training outside of the HR operational team or owner/operator. Therefore, sales and marketing, production, operations, front line workers, health and safety training is not eligible.

### INELIGIBLE ACTIVITIES AND EXPENSES

- Projects targeting recruitment or retention of temporary foreign workers are not allowed.
- Goods and Services Tax (GST).
- Employee wages, housing, relocation, or training costs.
- Have applied for, or received, funding from the Government of Alberta or the Government of Canada for this project.

### ELIGIBLE APPLICANTS

- Agri-food Processor means an entity that:
  - (a) is active in the business of changing an agricultural commodity into a value-added product through physical, chemical, or thermal means, including packaging.
  - (b) contracts to have product(s) processed and packaged on its behalf.
  - (c) operates a processing facility that markets its products through wholesale distribution channels (e.g., retail, foodservice).
- Primary Producer: means a person responsible for the day-to-day management and work on the farm, including responsibility for input costs for agricultural crops or livestock producing at least \$10,000 worth of farm commodities annually, but does not include a landlord whose only interest in the crop or livestock is that of ownership of the land.
- Industry Organizations: means a registered Alberta organization who directly represents primary agriculture producers (such as commodity, industry and/or producer association) or agri-food processing companies in Alberta.

### INELIGIBLE APPLICANTS

This excludes applicants whose sole business purpose or mandate is retail sales. Organizations must directly serve primary agriculture, this does not include third-party affiliations such as agriculture societies, community groups, post-secondary alumni, or other non-direct affiliations including trade show organizers and/or producers, event promoters, youth focused charities. The eligible applicant may include such groups and venues in their outreach strategy, however ineligible applicants are not eligible for direct funding through Grant Stream 2.

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### Grant Stream 2 Projects could include, but are not limited to:

- Designing (research, development) or redesigning/modernizing policies such as hiring.
- Designing or redesigning the organization's compensation strategy to ensure it remains competitive within the industry to attract and retain employees. This does not include temporary foreign workers.
- Refining the employee onboarding experience. For example, think about the whole onboarding journey your new hires go through and what kind of experience they have. Could this be improved upon? Could you establish a consistent process throughout all departments in your organization?
- Developing a reward and recognition strategy to celebrate employees for outstanding work, while building the organization's overall culture.
- Improving your internal HR interview skills.
- Improving or implementing HR information software systems to streamline processes.
- Developing HR policy manual and/or employee handbook including role clarity.
- A comprehensive Diversity, Equity, and Inclusion strategy.
- Integrating HR documents and processes into payroll system enabling better data management efficiency contributing to overall positive employee satisfaction and retention.
- Feedback and Surveys: Conduct regular employee surveys and feedback sessions to understand employee satisfaction and areas for improvement, demonstrating a commitment to continuous improvement.

If you think you may have a project that fits but is outside of the above examples, please reach out to:  
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