

# Get the workers you need

# COAA Workforce Development Committee

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# COAA Best Practices Conference XXIII & Training

- Conference Theme –  
Driving to Excellence, Thriving Amid  
Challenge
- COAA Membership's Mandate –  
Twice as Safe, Twice as Productive  
by 2020

# COAA Workforce Development Vision

Construction Industry has the access to a workforce with:

- The right skills
- At the right time
- In the right numbers
- With Right Supervision
- Supply = Demand

# Get the Canada-Alberta Job Grant Working for You

- COAA Workforce Development
- Canada Alberta Job Grant supplements training investment
- Training Opportunities
- Employer Perspective



# Canada-Alberta Job Grant Introduction & Eligibility Criteria

COAA Conference

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# Introduction

# Overview

- The Canada-Alberta Job Grant funds employer-demanded training.
- Employers determine
  - what training is needed to meet business goals and objectives
  - who will be trained
- The employer-driven program ensures the training reflects skills employers are looking for.



# Objective

- The Canada-Alberta Job Grant will help increase:
  - employer investment in training
  - productivity
  - worker skills
  - worker retention

# Process at a glance

Before you  
apply

1. Identify employee training needs
2. Select a training provider

Application  
process

3. Submit application
4. Receive decision and reference #

Training and  
reimbursement

5. Pay for and begin training
6. Submit reimbursement form and all training receipts
7. Receive partial reimbursement

Success! You  
have a skilled  
employee

8. Employee gets training credential
9. Submit completion form
10. Receive remainder of reimbursement

# Eligibility Criteria

# Eligible Employers

- Open to private and non-profit sector employers in Alberta

# Eligible Trainees

- **Eligible trainees**
  - New or existing employees
  - Canadian citizens, permanent residents
- **Ineligible trainees**
  - Temporary Foreign Workers, those with temporary work permits and students here on study visas
  - Immediate family members

# Eligible Training Providers

- Third-party, unrelated to the employer
- Cannot be the organization that will employ the trainee

# Eligible Costs

- Only direct training costs are eligible
  - Tuition fees or fees charged by training provider
  - Mandatory student fees
  - Textbooks, software and other required materials
  - Examination fees

# Eligible Training

- Short-term, incremental training
  - Minimum 24 hours per trainee \*NEW
  - Courses may be “bundled” for 24 hour minimum
  - Completed within a 52-week period after the training start date
- No restriction on learning type or learning method
  - Part-time, Full-time, On-site, classroom and online learning are all eligible
- Must result in some sort of credential
  - e.g., record of completion, mark, certificate, industry-recognized credential
- Apprenticeship training is NOT eligible



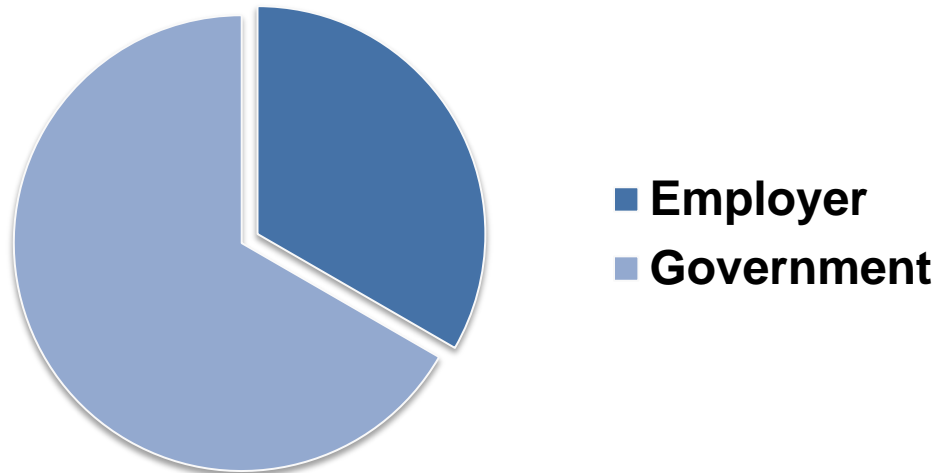
# Grant Process

# Application Forms

- Employer will access forms on the Canada-Alberta Job Grant Website
  - [AlbertaCanada.com/jobgrant](https://AlbertaCanada.com/jobgrant)
- Forms must be printed, signed, and submitted by mail

# Program Funding Model

- The employer will cover a minimum of  $\frac{1}{3}$  and the grant will cover  $\frac{2}{3}$  of training costs
- Maximum \$10,000 of grant funding per trainee



# Caps on Employers

- Individual employers will be capped at \$300,000 of grant funding per fiscal year (Apr-Mar)
- Maximum of \$10,000 per trainee per fiscal year

# Reimbursement & Completion

- Employers pay the full cost of training
- Government refunds  $\frac{2}{3}$  of approved training costs in two equal payments
  - $\frac{1}{3}$  of training costs deposited when employer submits all training receipts
  - $\frac{1}{3}$  of training costs deposited after training completion form submitted

# Let's Look at an Example

- Pat's Industrial needs to recruit 5 Foreperson.
  - Job applicants will need some skills training (eg. Supervision and Safety), from an external provider to allow them to get the job.
- 
- Cost of training = \$1,500 per worker
  - Cost of training 5 workers =  $\$1,500 \times 5 = \$7,500$
  - Grant pays  $\frac{2}{3} = \$5,000$
  - Pat pays  $\frac{1}{3} = \$2,500$

# Another Example

- 1 trainee - \$17,000
- $\frac{2}{3}$  (\$17,000) = \$11,333
  - However, Grant max/trainee = \$10,000
- Employer pays remainder \$7,000

# Help for Employers

- Applicant guide, FAQ's and instructional videos at [AlbertaCanada.com/jobgrant](https://AlbertaCanada.com/jobgrant)
- Workforce Consultants are available to help employers with questions about the applications.
- Email [jobgrant@gov.ab.ca](mailto:jobgrant@gov.ab.ca)



# Common Questions

## Questions:

- Timeline for Approval - 30 days

## Reminders:

- Fill out all required information on the forms
- Do not submit for training that has already been paid for or the training has already started
- Courses under 24 hours are ineligible

# Alberta Workforce Information

- Sign up to receive updates about the Canada-Alberta Job Grant and other workforce information, delivered to your inbox.

[www.ABWorkforceinfo.com/subscribeNOW](http://www.ABWorkforceinfo.com/subscribeNOW)

Thank You!

# Utilizing the CAJG

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# Employer Perspective

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# Question and Answer