**EXPRESSION OF INTEREST (EOI)**

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| **EOI Reference** | 2026-1016-EOI110 | **EOI Close Date** | 30/9/2025 |

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| **Project Code** | 2026-1016 | **Research Organisation** | Optivly |
| **Project Title** | AMPC Hub Learning Management System (LMS) Adoption Program Part A |

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| **Project Summary** |
| AMPC is inviting processors to participate in the Hub LMS Adoption Program Part A. This project will support up to five plants over two years to successfully adopt and integrate the AMPC Knowledge Hub and its associated Learning Management System (LMS).**Participating processors will receive**:* Tailored guidance from Hub Mentors and Canvas Coaches to ensure smooth LMS implementation.
* 6-month structured implementation program with 18 months of managed service support.
* Training for internal staff to become confident LMS administrators and System Owners.
* Access to The Hub’s curated catalogue of industry-specific eLearning content.
* Contribution to the development of best-practice LMS adoption models for the red meat industry.
* Reduced risk and lower cost of adoption through licensing, IT integration, and managed service support.

This is a unique opportunity to build capability, streamline training, and enhance workforce development.This project is designed for plants that currently do not have an online Learning Management System and wish to acquire one, or are looking to change their existing system.This project will support up to five Meat Processing plants for two years to adopt the ‘AMPC Hub’ and its associated LMS. The Hub contains the Learning Catalogue (eLearns, VR experiences, videos etc) and the LMS is where the eLearning courses, etc are housed and assigned to your employees.**The main objective of the project is to**:* Provide a 2-year support experience of work per plant and site that wish to use the Adoption support. During each project, the objectives will be:
	+ Ensure the technical component of the system is fully functional for the plant – i.e. they can log in to the system, log in to their area in the Hub, browse catalogue for assets, select, download and implement these assets in their LMS instance.
	+ Ensure that one or more System Owners in the plant are appointed and trained to a level where they are capable of administering and managing the system for their business.
	+ Provide guidance to each plant with respect to the business processes that may need to be implemented when deploying an LMS within their business for use by employees and possibly contractors.
* Establish relationships between facilities that adopt the LMS Managed Service (PaaS) and the MSP team to enable ongoing support within the 2-year period.
* Develop an implementation best-practice that can be used by other plants during and post this project.
* Provide feedback to AMPC on adoption by participating plants in order to inform potential system enhancements or business process changes that need to occur as part of continuous improvement.

A more detailed overview can be provided on request.**Definitions of support**Support during the Adoption Phase* Hub Mentor: The Hub Mentor is highly knowledgeable and experienced in providing training and compliance in the meat industry. Hub Mentors will provide support to participants regarding how The Hub and its course catalogue works, and help maintain their engagement with the program overall. They will provide personalised guidance in 1:1 online sessions on how participants can curate and deliver their courses using The Hub and the Canvas LMS, and recommend changes to business processes that can help them engage their workers in online training. The Hub Mentor is available to participants during their 6-month Adoption Program.
* Canvas Coach: The Canvas Coaches are highly knowledgeable and experienced in Canvas LMS. Canvas Coaches will facilitate the implementation of the Canvas LMS during the 6-month Adoption Program. They also provide the Managed Service to participants, providing administrative and technical support as required. Hub Mentors and Canvas Coaches both develop a deep understanding of their facilities.
* **Processing facilities will be required to contribute 50% of the total project cost.**
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| **Type of Industry Participation Required** |
|  Adoption |

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| **Detailed Requirements for Participation** |
| **Scope of Work (deliverables)*** Project Management Plan (PMP).
* The design of the 6-month Adoption Program for The Hub and its LMS.
* Delivering of the 24-month support experience to up to 5 facilities. Facilities participating in this project will be chosen based on a pre-selection process. \* Once the program has been tested and refinements made, broader adoption can go out to industry. This includes:
	+ Delivery of 6-month Adoption Program/ facility.
	+ Delivery of 18 months of Managed Service Support/ facility following the Adoption Program.
	+ Delivery of licensing for 100 seats/ year/ facility (or a custom number of seats on request).
* The option for 2-days on-site delivery of the Adoption Program Launch.
* Implementation of The Hub’s LMS through personalised support so that participating plants can make use of the Managed Service. This includes support from:
	+ Canvas Coaches, who are experts in this software, to train participants on how to set up Canvas as their system administrator.
	+ Dedicated Hub Mentors to support participants in how The Hub and Canvas LMS work together from a course creator and learner perspective.
* IT integration support to configure The Canvas LMS as part of a normal instance stand up. If extra technical integrations are required, this can be scoped up in the initial planning stage and costed in or excluded as out of scope of Adoption project budget and paid separately.
* A final report for the program to key stakeholders to share learnings and recommendations for upcoming cohorts at the end of each 6-month adoption program period.

**Out of scope*** Providing the project directly to workers who are managed by Training, HR or QA Managers participating in this project.
* Developing and delivering the marketing and sales requirements needed to promote the project.
* Training participants, who lack experience or knowledge in online learning, to develop these skills.
* Developing and deploying new features in The Hub or the LMS. Any feedback or requests will be captured to be explored separately to this project.
* Creating new online learning courses or material requiring instructional or learning designers.
* Anything else not listed in the Scope of Work above.

**Assumptions*** The Hub and the LMS will be in working order for the duration of the program.
* Participating facilities have pre-existing capabilities to undertake online learning as confirmed in the pre-selection process (for example, internet connections, training/ meeting rooms available, and so on).
* Participating facilities will be able to nominate participants in their organisation to take part.

**Constraints*** Availability of participants at participating facilities for the duration of the program.
* Capability and availability of internal team members at participating plants to support The Hub LMS integration (i.e. IT/ technical support).

**Dependencies*** A minimum of 2, ideally 3 participants from the facility is required for this experience to be delivered feasibly as a small cohort. If more than 3 are nominated, additional days for support may be required to include them in the program.
* The Optivly project team must be involved in the pre-selection process by providing recommendations to AMPC on eligibility requirements, and a readiness assessment form that AMPC can use to support this. This will guide the sequencing of eligible plants through the program to ensure those involved have the best chance of completing implementation.
* An executive Sponsor must be appointed from the participating plant to support and receive updates about the program.
* A Project Manager or Project Lead will be appointed at participating plants to enable the Optivly team to connect with relevant internal team members across IT and Business Process to support program delivery where required.
* A System Owner (who could be the same person in another role above) must be appointed as the key team member responsible for The Hub LMS.
* An IT team member within the participating facility must be appointed to support any configuration requirements needed for The Hub LMS implementation to function correctly.
* **This project is a co-investment project requiring participating plants to contribute 50 % of the project cost.**
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| **Benefits of Participating** |
| * Tailored Implementation Support – Plants receive direct guidance from Hub Mentors and Canvas Coaches to configure, launch, and integrate the LMS, ensuring a smooth transition to online learning.
* Two-Year Ongoing Assistance – Participants benefit from 24 months of structured support, including 6 months of adoption training and 18 months of managed service, reducing the burden on internal staff while building in-house capability.
* Workforce Capability Building – Internal staff are trained to become System Owners and administrators, giving the plant sustainable skills to manage and expand their LMS use into the future.
* Best Practice and Continuous Improvement – Plants contribute to and benefit from the development of LMS adoption best practices, with feedback loops informing AMPC on system improvements and supporting wider industry rollout.
* Reduced Risk and Cost of Adoption – With licensing, IT integration support, and managed service hours included, the program lowers the upfront and operational barriers to adopting an LMS, making online training more cost-effective and achievable.
* Be eligible to apply for AMPC Hub Learning Management System Adoption Program – Part B.
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| **AMPC Contact Details** |
| **Program Manager:** Amanda Carter**Email Address:** A.Carter@ampc.com.au**Phone Number:** 0429 658 124 |

**EOI RESPONSE FORM**

If you are interested in participating in the work being undertaken as part of project **2026-1016 AMPC Hub LMS Adoption Program**, please complete this form and return it to **eoi@ampc.com.au** no later than COB **30/9/2025**.

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| **EOI Reference** | 2026-1016-EOI110 |

**Member Details**

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| **Processing Company** |       |
| **Participating Plant/s\*** |       |

\*If the Processing Company has multiple sites, please note which plant/s will be participating in the project

**Contact Person**

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| **First Name** |       | **Surname** |       |
| **Position** |       |
| **Phone Number** |       | **Mobile Number** |       |
| **Email Address** |       |

**Participation Type**

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| Please select the activities you are interested in participating in:[ ]  Adoption |

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| **Important Note** |
| Members are responsible for assessing individual Projects, including the risks, benefits and terms of engagement with the relevant Research Organisation proposed to undertake the Project. By completing and submitting this EOI Response Form, or subsequently agreeing to participate in the Project to which this EOI Response Form relates, the member agrees that AMPC accepts no responsibility or liability to the member or any of the member's employees, contractors, representatives and agents in connection with the EOI Response Form or any Project to which the EOI Response Form relates, and the member releases AMPC from any loss, damage, cost or expense incurred in connection with the member's submission of this EOI Response Form or its participation in any Project to which this EOI Response Form relates.The member is responsible for negotiating the terms of any interaction between it and the Research Organisation regarding the Project, including access to premises, safety procedures, and being responsible for obtaining and maintaining adequate insurances. |
| **Signature of Authorised Member Representative** |       |
| **Full Name**  |       |
| **Position**  |       |
| **Date** |       |