

5- YEAR LONG-TERM MONITORING OR OPERATIONAL ACTIVITY WORK PLAN

Changes to this Work Plan are only accepted via an Approved Addendum.

General Information		
Monitoring Category: <i>(From OSM long-term plan; choose from drop-down menu)</i>	OSM Program Office	
Strategic Monitoring Objective: <i>(From OSM long-term plan; choose from drop-down menu)</i>	Objective: Objectives linked to the management and administration of the Oil Sands Monitoring Plan	
Work Plan Unique Identifier:	S-1-1718	
Monitoring Activity Title:	Work Planning for 2018/19 - Multi-Stakeholder Workshops	
Geographic Location <i>(choose from drop-down menu, if Project Location is in more than one area choose from second drop-down)</i>	Province of Alberta	Choose an item.
Monitoring Site(s) Coordinates <i>(latitude and longitude)</i>	N/A	
Monitoring Organization and Responsible Manager:	Alberta Environment and Parks Environment and Climate Change Canada	Jennifer Vincent Yemi Ilesanmi Choose an item.
Date Activity initiated:	2017	
Specific Project Objective: <i>(State the activity objective addressed through this monitoring)</i>	<p>This project involves planning and delivering several multi-stakeholder meetings to inform strategic planning of the 2018 – 19 year program, and to keep stakeholders informed of OSM monitoring activities.</p> <ul style="list-style-type: none"> • Consensus on the degree of environmental impact from oil sands development based on OSM results, where possible. Where consensus cannot be achieved, the differences will be documented for follow up • Recommend adaptive changes to Long-Term Monitoring • Recommend new focused studies • Document decisions informed by OSM data 	
Deliverables (Annual): <i>What Data Reports will be produced and when?</i>	<p>A series of 5 workshops will be held by November 2017. Workshop schedule to be completed by August 2017.</p> <p>Workshop report including action items, decisions and recommendations will be developed for each workshop – to be completed by December 31, 2017.</p>	

Project Plan Summary: *Please summarize the monitoring including relevant information such as background, objectives, monitoring area, methods/monitoring design, assumptions, outcomes, and references. These should align with the information provided in Appendix 1: Annual Monitoring Schedule.*

Objective: Achieve consensus on the degree of environmental impacts from oil sands development, to the extent possible. Where consensus cannot be achieved, propose new work to resolve differences.

Approach: A series of facilitated thematic workshops that systematically examine existing information through multiple perspectives (different ways of knowing) to develop, to the extent possible, consensus on the degree of environmental impacts from oil sands development. Differences in evaluations will be identified for follow up work that could help achieve consensus.

Workshop Outline: A series of open, inclusive workshops with experts and interested parties will be held to evaluate OSM data and information and to share information that others may hold which is relevant to the evaluation.

Logistics Coordination: Given the expected interest in this workshop series, a dedicated coordination team will be established with consideration given to contracting this responsibility out to an organization with experience in this format of environmental science collaboration.

Timelines: These workshops will be used to inform 2018/19 work planning and must be complete by end of November 2017.

Appendix 1 – Detailed Multi-Year Financial Breakdown: if changes are to be made then an Addendum must be Complete and Approved.

(Complete the following detailed financial breakdown; add or delete categories as required)



Budget requirements	Year 1 (2017- 2018)		Year 2 (2018- 2019)		Year 3 (2019- 2020)		Year 4 (2020- 2021)		Year 5 (2021- 2022)	
	OSM Funding	External Funding	OSM Funding	External Funding	OSM Funding	External Funding	OSM Funding	External Funding	OSM Funding	External Funding
1) Salaries and benefits										
a) Appendix 2 - Totals	\$60,000									
2) Consumable Materials and Supplies										
a) Facility rental (if not GOA facility)	\$45,000									
b) Equipment Rental (AV, wifi, etc...)	\$12,500									
c) Website, communications & miscellaneous supplies	\$2,500									
3) Meeting Facilitator										
d) Contractor with experience in science collaboration	\$12,500									
4) Hosting										
a) GAO per diem \$41.55 for 30 people (2 days)	\$12,500									
5) Travel										
a) AEP	\$5000									
b) ECCC (\$2,500/per x 6)	\$75,000									
c) Indigenous peoples (\$500/per)	\$25,000									
Grand Total	\$250,000									

Appendix 2 – Staffing Plan

(Complete the following detailed staffing plan; add or delete categories as required)

Responsible Role	Year 1 – Budget Allocation		Year 2 – Budget Allocation		Year 3 – Budget Allocation		Year 4 – Budget Allocation		Year 5 – Budget Allocation	
	OSM Funding	External Funding	OSM Funding	External Funding	OSM Funding	External Funding	OSM Funding	External Funding	OSM Funding	External Funding
EMSD – Engagement Assistant (0.2 FTE)	\$25,000									
AEP OSM Secretariat Rep	\$10,000									
EMSD Science Liaison Dir	\$5,000									
ECCC Workshop Committee members (x3)	\$20,000									
Grand Total <i>(inserted into Appendix 2)</i>	\$60,000	\$		\$		\$		\$		\$

Appendix 3 - Approvals

Project Submitted by:		
Name: Donna Chaw		
Organization: Alberta Environment and Parks	Signature:	Date: June 22, 2017
Project Approved by:		
Dr. Monique Dubé (AEP)		Dr. Kevin Cash (ECCC)
Signature 		Signature 
Date		Date