

2018-19 Work Plan Template

All fields with an * are mandatory

Project Description Summary			Co-Chair Decision (March 8, 2018)
Date *	Project/Work Plan Identifier (if applicable)	Program Type and Strategic Alignment *	<p>* Decision Pool A Workplan approved.</p> <p>* Approved at \$477,000 with contingency</p> <p>*Activities to be captured under the Oil Sands Monitoring Program Community Based Monitoring Initiatives</p> <p>* It is a requirement of funding that key members of the project team participate in a Community Based Monitoring Task Group to be informed by the Oil Sands Monitoring Secretariat. The Task Group will be coordinated by Gleb Raygorodetsky (AEP) and Krista Tremblett and will identify the options for managing and assessing CBM under the Oil Sands Monitoring Program. The Team is to recommend to the OSM Program Co-Chairs and Science-Co-Leads the preferred path forward. A preferred option is requested by May 31, 2018</p> <p>* This project should consider linkages to the Focus and Long Term Monitoring/wetland programs currently underway in OSM. This project must also connect with New Project 17 - Focal Plants Monitoring at the University of Alberta to ensure leverage opportunities are explored.</p> <p>*Funding expectations: As a minimum, an annual progress report for this project is required by February 28, 2019. All publications or products resulting from this work requires acknowledgement of funding from the Oil Sands Monitoring Program and are to be provided to the Oil Sands Monitoring Secretariat for tracking and any programmatic communications purposes. Work funded through the Oil Sands Program will be available for public dissemination.</p>
19/01/2018	WL-CM-2-1819	OSM - Long Term Monitoring	
Program Category *	Status *	Dept. ID	
Indigenous Knowledge, Community Based Monitoring	Existing Project		
Project Leadership / Contact information			
Project Title *	Key Words (max 10) *		
Culturally Important Wetland Plants	Indigenous culture, medicinal, plant, wetland, important, traditional, contamination, perception.		
Surname *	Given Name *	Title *	
Howlett	Tracy	Knowledge Translation Lead	
Organization *	Department	Division	
Alberta Provincial	AEP	EMSD	
Branch *	Section/Unit (if applicable)	Phone *	
IKCMCS		7802297260	
Email *	Mailing Address	City	
tracy.howlett@gov.ab.ca	10th Floor, 9888 Jasper Ave	Edmonton	
Postal Code	EMSD Executive Owner (if Applicable)		
T5J 5CH	Gleb Raygorodetsky		
Project Information			
Project Objective(s) (Bullet Form) *	<p>Objective</p> <p>The objective of this project is to apply a tested Indigenous and western science -based approach whereby traditional and local knowledge informs the design of a program for the monitoring and assessment of culturally important wetland components in the Athabasca and Peace Oil Sands Regions.</p> <p>This project will:</p> <ul style="list-style-type: none"> • Produce qualitative and quantitative data spanning many years that will provide insights on the level of contamination and impacts that oil sands development has on traditional wild food supplies in northern Alberta. • Support community involvement in program design, implementation, evaluation, reporting, and communication to ensure the project is based on community-specific priorities. • Provide opportunities for relationship building, knowledge sharing, and time on the land. • Provide educational opportunities for all participants involved to learn new perspectives and skills. <p>Note: This project will be dovetailed with component projects of the long-term wetland monitoring program which will focus on the impacts of de-watering and atmospheric deposition as well as ABMI's Focal Plants Project. Where possible, indicators and sites that are selected for this project will be aligned within the larger regional wetland monitoring network and with other biological monitoring work.</p>		
Plain Language Overview (100 words) *	<p>Access to culturally important wetlands is a key concern for Indigenous communities in the Oil Sands region. These concerns have been detailed in a variety of documents including the 2015 Review Panel Report for the Lower Athabasca Regional Plan where several First Nations expressed concerns regarding health of traditional food resources and the ability to continue to practice traditional uses along the Athabasca river main stem (LARP Review Panel, 2015).</p> <p>In 2016, the Wood Buffalo Environmental Association (WBEA) hosted a workshop to discuss matters of importance to local Indigenous communities located within the north eastern oil sands area (Wood Buffalo Environmental Association, 2016). This workshop focused heavily on wetlands and resulted in an inventory of species, sites and key areas of concerns for the seven member communities. Additionally, the North Peace Tribal Council (NPTC) has repeatedly raised concerns about the impacts of dewatering on wetland health (BC Hydro Power and Authority, 2013).</p> <p>By working in collaboration with these communities and applying tested methodologies, the Oil Sands Monitoring Program can effectively co-produce western and Indigenous knowledge that will be integral to the regional wetlands monitoring program while also assuring a role in development of community monitoring programs at a local level.</p>		
Project Duration *	Project Original Start Date *	Estimated Completion Date *	
Multi-Year	1/4/2017	31/03/2021	
Specify Objectives This Project Will Address in 2018/2019. *	<p>The objective of this project is to apply a tested Indigenous and western science -based approach whereby local Indigenous communities and organizations work collaboratively on the design of a program, using traditional and local knowledge, for the monitoring and assessment of culturally important wetlands in the Athabasca and Peace Oil Sands Regions.</p> <p>In 2018/2019 this project will focus on:</p> <ul style="list-style-type: none"> • Producing qualitative and quantitative data that will provide insights on the level of contamination and impacts that oil sands development has on traditional wild food supplies in northern Alberta. • Supporting community involvement in program design, implementation, evaluation, reporting, and communication to ensure the project is based on community-specific priorities. • Providing opportunities for relationship building, knowledge sharing, and time on the land. • Providing educational opportunities for all participants involved to learn new perspectives and skills. 		
Specify Objectives This Project Will Address Beyond 2018/19 (if multi-year). *	<p>It is anticipated that the project objectives will not change throughout the duration of the project. If so, they will be directed by the collaborative relationship between EMSD and the participant communities.</p>		
List Key Questions/Hypotheses Related to Each Objective Stated Above. *	<p>Indigenous communities in the Athabasca, Cold Lake and Peace oil sands regions have expressed concern about access to, as well as abundance and quality of, culturally important plant species in boreal wetland ecosystems. Wetlands are a significant resource for Indigenous peoples and support cultural and spiritual practices with their abundance of plant and animal life.</p> <p>There is a perception in Indigenous communities that oil sands development is causing contamination of important medicinal and edible plants and that these important resources are no longer safe for use. By applying both Indigenous wisdom, in terms of qualitative evaluations of key species, as well as western scientific methods for assessing contamination, this study will result in a better understanding of perceptions of contamination of culturally important wetland plants.</p>		

Main Assumptions, Constraints, Dependencies. *		<ul style="list-style-type: none"> The Fort McKay Elders and community will be willing to share their methodology and learnings with neighbouring or local communities. The research question from the communities is consistent across communities and articulated clearly. WBEA and NPTC member communities will have the time and capacity to participate in this project. There will be opportunities for communities to participate in, or receive information about, existing OSM wetland monitoring initiatives that are driven from a Western Scientific perspective outside of this project (Note: this is an explicit linkage to the Integrated OSM Wetland Project)
Partner Categories (select all that apply) * A partner is an individual, group, agency, community etc. that is an active participant in the project and in achieving the project deliverables.	Knowledge System *	Location (select all that apply) *
<input type="checkbox"/> Federal Government <input type="checkbox"/> Another AEP Division <input type="checkbox"/> Another GoA Department <input type="checkbox"/> University/Academic Institution <input type="checkbox"/> Solely delivered by GoA <input type="checkbox"/> Citizen Science <input checked="" type="checkbox"/> Indigenous Community or Organization <input checked="" type="checkbox"/> ENGO <input type="checkbox"/> Other	Both	<input type="checkbox"/> Office or Laboratory <input type="checkbox"/> Sub-regional <input type="checkbox"/> Transboundary (provincial/territorial) <input checked="" type="checkbox"/> Lower Peace Region <input type="checkbox"/> Upper Peace Region <input type="checkbox"/> North Saskatchewan Region <input type="checkbox"/> Red Deer Region <input checked="" type="checkbox"/> Lower Athabasca Region <input type="checkbox"/> Upper Athabasca Region
AEP ONLY: Strategic Alignment to EMSD Outcomes		
AEP ONLY: Strategic Alignment to EMSD Science Plan, select 1-2 areas that apply (if Applicable)		
Ecosystems and Predicting Change		
Human Relationship with the Environment		
AEP ONLY: Strategic Alignment to AEP Departmental Outcomes		
AEP ONLY: Environmental and Ecosystem Health and Integrity	AEP ONLY: Sustainable Economic Diversity	AEP ONLY: Social Well-Being
Biodiversity	No	Yes
AEP ONLY: Protected Public Health and Safety from Environmental		
Yes		
AEP ONLY: IMAG/IMSC Information Needs, Please Specify Which Need(s) is Being Addressed. File location M:\EMSD\Common\Portfolio Mgmt System Shared Docs	Ref# 19: Question - What is the current and historical condition or status of indicato: X in region Y? And how is it changing over time? Ref# 30: Question - What are the levels of contaminants (metals and PAH, pesticides) in country foods (e.g. berries, meat, medicine)? Are the levels safe? Where are the contaminants coming from? Ref# 34: Question - What is the abundance and distribution of species that are valued by Indigenous community members? Ref#13: Indigenous ways of knowing: A monitoring framework for the incorporation of Indigenous Knowledge or ways of knowing into park planning and management is needed.	
AEP ONLY: How This Project Will Address Each Strategic Theme Selected Above.	This project will help to answer questions that local Indigenous communities and organizations have about ecosystem change. A fundamental piece of this work will be the human element and the delicate relationship that humans have with the land. The focus of the program will be on biodiversity and the data collected using a MEB approach will be valuable within the broader OSM program as well as to inform regional planning initiatives such as the Biodiversity management Frameworks.	
Project Methodology		
List the Key Project Phases and Provide Bullets for Each Major Task Under Each Project Phase. *	The pilot phase of this project has focused on supporting communities in designing community-based monitoring projects, in meetings, but especially on the land. The communities continue to need the opportunity to refine their monitoring programs and to look for opportunities to partner traditional knowledge with western science methodologies. The project should reflect the community's interests, be driven by the community's concerns, and be developed at a pace that is dictated by the community. Therefore, a successful project will allow substantial time to build relationships and capacity, and will often yield objectives and deliverables that differ from other, more commonly used, monitoring approaches. All participating communities are currently in the pilot phase of this project and are developing as follows: Phase 1: Preliminary planning and site selection • Meet in the spring to share ideas and plan for the summer • Up to 10 communities (1-2 sites each) at 20 sites ('safe' site + 'contaminated' sites) Phase 2: Site visits and condition monitoring: • Site visits are key to check the land and identify what important areas are to be monitored. • Provide opportunities for sharing and recording of traditional and land-based knowledge • Narrow the focus in terms of cultural keystone species, locations, and concerns to be addressed. • Continue with site visits to share knowledge, make observations, harvest, and generally develop the project. • Provide opportunities for sharing and recording of traditional and land-based knowledge • Determine how science can partner with traditional knowledge to help inform the community concerns. • Potential collection of samples at sites and testing for contamination (example data collection – leaf wetness, average temperature, precipitation, soil moisture, example tests – nutrient, mineral/metal content)	
Describe How Changes in Environmental Condition Will Be Assessed. *	Both qualitative and quantitative data will be collected to assess changes in environmental condition. Changes to the condition of wetlands, based on the lived experiences and traditional knowledge of the community Elders and knowledge holders will be documented. Currently, berries harvested from Fort McKay are analyzed for trace elements and health compounds and both air quality and climate data is collected from the berry patches, these methods could be applied in a wetland setting. An annual report will be completed each year to summarize the data collected.	
Are There Benchmarks (e.g., objectives, tiers, triggers, limits, reference conditions, thresholds, etc.) Being Used to Assess Changes in Environmental Condition? If So, Please Describe, If Not, State "NONE". *	While no regulated or formal benchmarks have been established, participant Indigenous community members will likely rely up on their historical knowledge of the area and plant condition to determine changes in environmental condition.	

<p>Provide a Brief Description of the Methods By Project Phase. *</p>	<p>Approach This project will apply and adapt the methodology that has been piloted through the Fort McKay Traditional Knowledge Berry Program which has been funded through JOSM since 2012. In year one, the project invited Indigenous communities from the Wood Buffalo Environmental Association's (WBEA) Traditional Knowledge Working Group (TKWG) and the North Peace Tribal Council (NPTC) Land and Water Sub-table to co-design a project and collect preliminary data associated with a wetland plant monitoring program. In 2017-2018, Fort McMurray First Nation, Conklin Metis, Tall Cree First Nation, Beaver First Nation and Little Red River Cree Nation worked with ethnographers and researchers to identify key indicator species and important sites. In 2018-2019 these communities will continue to work to design monitoring initiatives in their communities while additional interested groups will also be invited to participate. Where possible, where there is interest and as directed by First Nation and Metis members of both the WBEA TKWG and the NPTC, Indigenous Leadership will also participate in the design of this project and will be kept informed of project progress and outcomes.</p> <p>Phase 1: Planning This is a crucial phase in community-based and indigenous methodologies. The group needs to decide the best timing and participants schedule for the fieldwork. Everyone needs to be informed and in agreement about project plans.</p> <p>Phase 2: Site visits and condition monitoring Ethnographic sharing and note-taking including life stories, oral traditions, in situ observations, participant observation</p> <p>Phase 3: Indicator assessment Ethnographic sharing and note-taking including life stories, oral traditions, in situ observations, participant observation. Berries harvested on site are packed into zip lock bags or plastic bins and are stored at the WBEA offices in Fort McMurray. At the end of the season the berries are prepared by WBEA technicians and sent to labs for various trace element testing.</p> <p>Phase 4: Results analysis and reporting Ethnographic researchers will work with community representatives to produce a summary of the stories and knowledge shared throughout the field season. This may include the assembly of a video, audio recording, photobook or written story. If elected as a component of this project, results of the lab analyses will be analyzed by a western scientist and discussed immediately with participant communities. Ideally, as part of knowledge co-production, during this phase of the project, knowledge holders from both the western and Indigenous knowledge systems will come together to talk about what the results show - where they align and where they may diverge. Opportunities for these conversations to take place will be provided through workshops and knowledge translation exercises.</p> <p>Phase 5: Communication of process and results to community and beyond Principle Investigators will work with community representatives collaboratively to determine best communication strategies for project results. A community Open House or data sharing event will be organized for the end of each fiscal year during which Indigenous groups from across the region will be invited to come together to share food, knowledge and stories.</p> <p>* Interest in participating in this project can vary depending on external pressures and priorities within each individual First nation or Metis community/organization. Scoping activities initiated through the early part of each year will gauge community interest and more detailed budget requirements will be identified.</p>
<p>List the Key Indicators Measured. *</p>	<p>Potential Traditional Knowledge Indicators (these are used by the Fort McKay berry group): Plant colour, size, plumpness of fruit, timing of flower and fruit, taste, sheen. Plant leafiness, height, production, moisture. General concerns - dust, odour in air, season regularity, heat, rain, major events from industry, disruption of habitat, systems of respect in place - ceremonial offerings, respectful language and behaviour in presence of medicinal plants, reciprocal distribution of country food resources in community</p> <p>Potential western Science Indicators: Trace elements that could be measured(mg/kg): Ag,Al,Be,Cd,Co,Cr,Cu,Fe,Mn,Mo,Ni,Pb,Re,Sb,Sr,Tl,V,Y,Zn Health compounds in berries: total phenolics (umol GAE/100g), oxygen radical absorbance activity (umol TE/100g), total anthocyanin (ug of C-3-C-5 equiv. per 100g), chlorogenic acid (ug/100g), total</p>
<p>Describe Sample Handling Procedures, if Not Applicable, State N/A. *</p>	<p>N/A</p>
<p>List SOPs that Will Be Used, if Not Applicable, State N/A. *</p>	<p>N/A</p>
<p>Describe the QA/QC Plan, if Not Applicable, State N/A. *</p>	<p>N/A</p>
<p>Describe How Indigenous Communities are Involved in the Project Design, Data Collection, and Analysis (Knowledge Co-creation) and How is their Consent Sought. If Not Applicable, State N/A.*</p>	<p>As a community-led project, it is important that participating Indigenous community members are involved in all aspects of the project, including program design, implementation, evaluation, reporting, and communication to ensure the project is developed at a pace that is dictated by the community and is based on community-specific priorities.</p>
Components Delivered by Others	
<p>List by Project or Project Phase Each Component That Will Be Delivered by an External Party (including analytical laboratories) and Name the Party. State None if Not Required. *</p>	<p>This project will require the support of an Ethnographic researcher. Preference would be to continue working with the group that has provided support through 2017/2018 so that relationships are maintained. This project will also benefit from the support of the University of Alberta and a graduate researcher working with Dr. Scott Neilson. Resources have also been earmarked for lab analyses however it is unknown at this time if community members will request lab analysis of any plant samples.</p>
<p>Will These Components be Delivered Under Grant or Contract or Both? Please Describe and Name the Associate Work Plan/Grant/Contract for These Services if Not Included Within This Work Plan. *</p>	<p>Grants will be provided to the 6 participant communities for the support of their community members travel and time in the field. A grant will be provided to the University of Alberta for support from Dr. Scott Neilson. All other external support will be issued through contracts.</p>
A	
Monitoring Site Locations and Coordinates (for all sites, please add them to the Monitoring Site Location tab - a separate excel sheet)	
<p>Attach Map of Locations. Distinguish Indicators by Station if Necessary. Distinguish Sampling Frequency by Station if Necessary.</p>	<p>Sample locations are sensitive to many Indigenous communities from a cultural standpoint. General locations may be provided in the annual final reports but the sharing of these sites will be left with the community. Site selection for monitoring will be a key focus activity in 2018-2019.</p>

Project Schedule		
<p>FOR OIL SANDS MONITORING PROJECTS ONLY: A coordinated field monitoring schedule for the GSM Program is required. Please complete the attached document named "OSM Program Field Monitoring Schedule" in addition to this work plan. Fill as much as you can recognizing that scheduling changes will occur and the scheduling document will be updated regularly. Please note the scheduling document will be shared with stakeholders.</p>	<p>The field schedule will be determined by each individual community after a planning meeting in spring of 2018.</p> <p>Q1 April/May - Planning meeting May/June - First site visits</p> <p>Q2 July/August/September - Summer site visits July/August/September - Potential sample collection</p> <p>Q3 October/November - Fall site visits (potential) Sample testing and analysis (if done) Preparation of draft results reports</p> <p>Q4 Validation with community Confirmation of final results report Community Open House/Information sharing</p>	
	<p>This project is part of the wetlands integration project. Potential for community members to join PIs in the field in other, aligned projects, will be explored and offered to communities.</p>	
<p>FOR OIL SANDS MONITORING PROJECTS ONLY: Have You Coordinated With Other Project Leads On Field Logistics? If So, Please Specify. *</p>		
Other		
Additional Details.		
Will Capacity Building and Training be a Component of the Project and If So, Explain How. If Not, State N/A.*	Community members who are identified to collect samples in the field will be taught appropriate sample collection and knowledge mobilization methods. This may also include training in CBM methodologies and digital knowledge capture for youth. As, and if, western science tools such as meteorological stations are incorporated into this project, members may also be taught how to operate this equipment. Additionally, this project will provide in	
Environmental Impact and Considerations.		
Data Management and Digital Assets		
Will Data be Produced as a Result Of This Project? *	Type of Quantitative Data Variables	Frequency Of Collection
Yes	Other	Other
	Qualitative Data	To be determined by community
Data Collection Period: Start Date - End Date	Timeline For Upload Period: Start Date - End Date	
1/5/2018 - 1/11/2018	1/1/2019-1/3/2019	
Is There a Data Sharing Agreement? (Yes or No).	There will be a research agreement with each participating community.	
Will the Data Include Traditional Knowledge as Defined by and Provided by an Indigenous Representative, Community or Organization (Yes / No).	Yes.	
Platform/Location of Data Storage.	TBD.	
Project Deliverables		
Proposed 2018-19 Deliverable Type (for each deliverable outline document, presentation, meeting, etc.)		
<input type="checkbox"/> Peer-reviewed Journal Publication	<input type="checkbox"/> Peer-reviewed Conference Proceeding	<input type="checkbox"/> Non-peer reviewed Conference Proceeding
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	Q1 - Deliverable, Comments
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	Q2 - Deliverable, Comments
Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	Q3 - Deliverable, Comments
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	Q4 - Deliverable, Comments
<input type="checkbox"/> Technical Report	<input type="checkbox"/> Book Chapter	<input type="checkbox"/> Public Dissemination Document
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	Q1 - Deliverable, Comments
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	Q2 - Deliverable, Comments

Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	Q3 - Deliverable, Comments
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	Q4 - Deliverable, Comments
		Final project annual report in a format that is guided by the community.
<input type="checkbox"/> Conference Presentation(s)	<input type="checkbox"/> Stakeholder Presentation	<input type="checkbox"/> Key Engagement/Participation Meeting *
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	Q1 - Deliverable, Comments
Choose one	Choose one	Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
		April 2018 - Project Kick-off and Planning Meetings in Athabasca and Peace regions. Will include representatives from interested and participating communities, ethnographic consulting support, GoA and additional wetlands researchers. Estimated 15-20 participants.
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	Q2 - Deliverable, Comments
Choose one	Choose one	Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	Q3 - Deliverable, Comments
Choose one	Choose one	Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
		December 2018 - Validation Meeting with each Participant Community. Will include representatives from participating communities, Ethnographic consulting support and additional science support staff. Estimated 20 participants.
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	Q4 - Deliverable, Comments
Choose one	Choose one	Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
		March 2019 - Project Open Houses - Fort McMurray and Peac River. Will include representatives from WBEA, MPWA, Ethnographic consulting support, additional consulting support, GoA, participants of the wetlands, berries and fish projects and additional interested communities. Estimated 40 - 50 participants. *To be held in conjunction with Berry, Fish and other related workplans.
<input type="checkbox"/> EMSD Strategic & Operational Publication	<input type="checkbox"/> Other Documents	
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	
Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	
	Annual Project Report Other communication tools (audio, video) as directed by community.	
Proposed Deliverables After 2018/2019 for the project funds received in 2018/2019		
<input type="checkbox"/> Peer-reviewed Journal Publication	<input type="checkbox"/> Peer-reviewed Conference Proceeding	<input type="checkbox"/> Non-peer reviewed Conference Proceeding
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	Q1 - Deliverable, Comments
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	Q2 - Deliverable, Comments

Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	Q3 - Deliverable, Comments
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	Q4 - Deliverable, Comments
<input type="checkbox"/> Technical Report	<input type="checkbox"/> Book Chapter	<input type="checkbox"/> Public Dissemination Document
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	Q1 - Deliverable, Comments
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	Q2 - Deliverable, Comments
Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	Q3 - Deliverable, Comments
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	Q4 - Deliverable, Comments
<input type="checkbox"/> Conference Presentation(s)	<input type="checkbox"/> Stakeholder Presentation	<input type="checkbox"/> Key Engagement/Participation Meeting *
Q1 - Deliverable, Comments Choose one	Q1 - Deliverable, Comments Choose one	Q1 - Deliverable, Comments Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
Q2 - Deliverable, Comments Choose one	Q2 - Deliverable, Comments Choose one	Q2 - Deliverable, Comments Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
Q3 - Deliverable, Comments Choose one	Q3 - Deliverable, Comments Choose one	Q3 - Deliverable, Comments Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
Q4 - Deliverable, Comments Choose one	Q4 - Deliverable, Comments Choose one	Q4 - Deliverable, Comments Name of Meeting, Year, Location, Dates, Participant Groups and Number of Participants.
<input type="checkbox"/> EMSD Strategic & Operational Publication	<input type="checkbox"/> Other Documents	
Q1 - Deliverable, Comments	Q1 - Deliverable, Comments	
Q2 - Deliverable, Comments	Q2 - Deliverable, Comments	
Q3 - Deliverable, Comments	Q3 - Deliverable, Comments	
Q4 - Deliverable, Comments	Q4 - Deliverable, Comments	

All Completed Products if a	
multi-year project, specify all completed products to date (consistent format for the fields below). Add rows as required.	
Journal Paper	
Required Format: Author (follow APA citation format), Year, Title, Journal, Volume, Page Numbers, Open or Closed and Document Location	
Example: Jacoby, W. G. (1994). Public Attitudes Toward Government Spending. American Journal of Political Science, 38(2), 336-361. Fearon, J. D., & Laitin, D. D. (2003). Ethnicity, Insurgency, and Civil War. American Political Science Review, 97(01), 75. doi:	
1)	
2)	
3)	
4)	
5)	
Technical Report	
Required Format: Author, Year, Title, Publisher Location, Name of Publisher, Publisher, Document Location	
Example: Author, F.M. (Publication Year). Title of Report (Report No. XXX). Publisher City, State: Publisher	
1)	
2)	
3)	
4)	
5)	
Book Chapter	
Required Format: Author, Year, Title of Paper, Editors, Title of Book, Page Numbers, Location of Publisher, Name of Publisher, Document Location	
Example: Hemingway, E. (1999). The Killers. In J. Updike & K. Kenison (Eds.), The Best American Short Stories of the Century (pp.78-80). Boston, MA: Houghton Mifflin	
1)	
2)	
3)	
4)	
5)	
Conference Proceeding	
Required Format: Author, Year, Title of Paper, Editors, Title of Proceedings, Name of Conference Location of Conference, Publisher Location, Name of Proceedings, Paper Presented at Title of Conference: Subtitle of Conference, Location (inclusive page numbers), Place of Publication: Publisher.)	
Example: Author of Paper, A., & Author of Paper, B. (Year, Month date). Title of Paper. In A. Editor, B. Editor, & C. Editor. Title of Published Proceedings. Paper Presented at Title of Conference: Subtitle of Conference, Location (inclusive page numbers). Place of Publication: Publisher.)	
1)	
2)	
3)	
4)	
5)	
Public Dissemination Document	
Required Format: Author, Year, Title, Journal / Report, Volume, Publisher, Page Number, Number of Pages, Document Location	
1)	Summary of the 2017/2018 Project
2)	Environmental scan of available literature on the use of wetland resources by Athabasca First Nations and Metis
3)	
4)	
5)	
AEP ONLY: EMSD Strategic and Operational Publication	
Required Format: Author, Year, Title, Publisher Location, Name of Publisher, Publisher, Document Location	
1)	
2)	
3)	
4)	
5)	
Other Documents	
Detailed Information of Other Documents	
1)	
2)	
3)	
4)	
5)	
Conference Presentation	
Required Format: Presenter, Date, Location, Title, Platform or Poster, Conference Name	
1)	
2)	
3)	
4)	
5)	
Stakeholder Presentation	
Required Format: Presenter, Date, Location, Title, Platform or Poster, Name of Meeting	
1)	
2)	
3)	
4)	
5)	
Key Engagement/Participation Meeting	
Required Format: Meeting Host, Date, Location	

- 1)
- 2)
- 3)
- 4)
- 5)

Human Resources / Staffing Plan (roles and responsibilities)

Name & Role	Organization	Responsibilities
Velma Whittington	Fort McMurray First Nation	Community Liaison/coordinator
Dave Berrade	Conklin Resource Ventures	Community Liaison/coordinator
Jim Webb	Little Red River Cree Nation	Community Liaison/coordinator
Chris Harrison	Tallcree First Nation	Community Liaison/coordinator
Kieran Broderick	Beaver First Nation	Community Liaison/coordinator
Troy Stuart (TBC)	Bigstone Cree Nation	Community Liaison/coordinator
Ethnographic Researcher - Peace	TBD	Collect ethnographic data and work with
Ethnographic Researcher - Athabasca	TBD	Collect ethnographic data and work with
Danielle Cobbaert - Wetland Scientist	EMSD	Provide scientific expertise
Tracy Howlett	EMSD	Provide project leadership and coordination
Justine Kummer	EMSD	Project support
OSM Community Liaison/Coordinator	EMSD-OSM	Project coordination and engagement support
Sanjay Prasad	WBEA	Project support
Peter Fortna	WBEA	Project support
Scott Neilson	University of Alberta	Exotoxicology and botany expertise
Dan Farr	EMSD	Scientific expertise
Other community Liaisons as project progresses	Indigenous community/organization	Community Liaison/coordinator

AEP ONLY: Additional Human Resources Required from EMSD

Name & Role	Branch - Section	Estimated time (% of annual FTE)
Tracy Howlett	IKCMCS	20
Danielle Cobbaert - Wetland Scientist	Science - Big	10
OSM Community Liaison	IKCMCS - OSM	25
OSM Capacity Development Coordinator	IKCMCS - OSM	10
OSM Program Coordinator	IKCMCS - OSM	10
Knowledge Translator	IKCMCS - OSM	20
Social Scientist	IKCMCS - OSM	20


Financial Details and Budget Request

Source of Funding Requested Year 1 - 2018/19		
	AEP ONLY: EMSD	OSM
Salaries and Benefits - EMSD Chargeback		36000
Salaries and Benefits - New OSM Staff		102000
Operations and Maintenance		5000
Consumable materials and supplies		
Conferences and meetings travel		6000
Field work travel		
Project-related travel		4000
Engagement		3000
Reporting		2000
External Contracts - Organization/Vendor/Suppliers		240000
Overhead		
Grants		79000
Capital		
Total budget request for the year		477000
Total budget approved		

Source of Funding Requested Year 2 - 2019/20		
	AEP ONLY: EMSD	OSM
Salaries and Benefits - EMSD Chargeback		36000
Salaries and Benefits - New OSM Staff		102000
Operations and Maintenance		5000
Consumable materials and supplies		
Conferences and meetings travel		6000
Field work travel		
Project-related travel		4000
Engagement		3000
Reporting		2000
External Contracts - Organization/Vendor/Suppliers		165000
Overhead		
Grants		154000
Capital		
Total budget request for the year	0	477000
Total budget approved		

Source of Funding Requested Year 3 - 2020/21		
	AEP ONLY: EMSD	OSM
Salaries and Benefits - EMSD Chargeback	24,000	56400
Salaries and Benefits - New OSM Staff		102000
Operations and Maintenance		5000
Consumable materials and supplies		
Conferences and meetings travel		6000
Field work travel		
Project-related travel		4000
Engagement		3000
Reporting		2000
External Contracts - Organization/Vendor/Suppliers		165000
Overhead		
Grants		154000
Capital		
Total budget request for the year	24,000	395400
Total budget approved		

Source of Funding Requested Year 4 - 2021/22		
	AEP ONLY: EMSD	OSM
Salaries and Benefits - EMSD Chargeback	24,000	56400
Salaries and Benefits - New OSM Staff		102000
Operations and Maintenance		5000
Consumable materials and supplies		
Conferences and meetings travel		6000
Field work travel		
Project-related travel		4000
Engagement		3000
Reporting		2000
External Contracts - Organization/Vendor/Suppliers		165000
Overhead		
Grants		154000
Capital		
Total budget request for the year	24,000	395400

Total budget approved		
Budget Request for the Entire Project	48,000	1,744,800
Project Approval(s)		
Proposal Submitted by		
Surname	Given Name	Organization
Howlett	Tracy	EMSD
Signature	Date	
Tracy Howlett	12/2/2018	
Proposal for OSM Reviewed by		
EMSD Executive Director	Signature	Date
Gleb Raygorodetsky	 Gleb Raygorodetsky Executive Director - IKCMCS	February 12, 2018
AEP Administrator/Coordinator - Review	Signature	Date
ECCC Administrator/Coordinator - Review	Signature	Date
OSM Project Approved by		
AEP Co-Lead for OSM	Signature	Date
ECCC Co-Lead for OSM	Signature	Date
AEP ONLY: Proposal for EMSD Reviewed by		
EMSD Director	Signature	Date
AEP ONLY: EMSD Project Approved by		
EMSD Executive Director	Signature	Date
EMSD Chief Scientist	Signature	Date
OSM / EMSD Project Has Not Been Approved		
Project Status	Date Notified	Date Required
The project is conditionally approved. The following conditions are required before approval is granted.		
List the Condition(s)		
Condition(s) Addressed / Approval Granted		
Choose one		
OSM / EMSD Approval Post Removal of Condition(s)		
Name & Title	Signature	Date

Contract 1: Lab Analysis

Purpose: To provide chemistry analytics for plant samples (if elected by community)

NOTE: This could be a sub-contract component of a science support contract (see contract 3)

	OSM
Salaries and Benefits	
Operations and Maintenance	
Consumable materials and supplies	\$ 45,000.00
Conferences and meetings travel	
Field work travel	
Project-related travel	
Engagement	
Reporting	
Overhead	
Capital	
Total contract amount for the year	\$ 45,000.00

***Based on WBEA TK Berry Project Berry Tests for 16 samples**

Berry Trace Metals - based on 16 samples	\$ 2,560.00
Berry Food Quality - based on 16 samples	\$ 15,200.00
VOC - based on 56 samples	\$ 22,960.00
SO2/NO2/NH3/HNO3 - based on 56 samples	\$ 2,520.00

Contract 1: Ethnographic Research Support

Purpose: To provide ethnographic research support to the communities in order to collect Traditional Ecological Knowledge. This contractor must be trusted by the community and will join Elders in the field to document knowledge sharing.
NOTE: Exact contract details will depend upon recieved proposals, or discussion with the contractor.

	OSM
Salaries and Benefits	\$ 50,000.00
Operations and Maintenance	
Consumable materials and supplies	
Conferences and meetings travel	
Field work travel	\$ 10,000.00
Project-related travel	
Engagement	
Reporting	
Overhead	
Capital	
Total contract amount for the year	\$ 60,000.00

Contract 1: Additional local sampling (using western scientific

Purpose: To provide an option for additional scientific sampling at the direction of the community. Could include the set up of a meteorological station, as per the TK Berry Program, or support for the expansion of other OSM projects, or direct support to community technicians to collect data to fill gaps in OSM program.

NOTE: Exact contract details will depend upon recieved proposal and discussion with the contractor.

	OSM
Salaries and Benefits	\$ 15,000.00
Operations and Maintenance	\$ 5,000.00
Consumable materials and supplies	\$ 25,000.00
Conferences and meetings travel	
Field work travel	\$ 5,000.00
Project-related travel	
Engagement	
Reporting	
Overhead	\$ 5,000.00
Capital	\$ 5,000.00
Total contract amount for the year	\$ 60,000.00

Grant 1-5: To participating year 2 communities/organizations

Purpose: To provide honoraria and travel expense coverage for community participation in field work, planning meeting and validation. This may include staff or technician time as well as Elder/youth participation. To be allocated as per community direction using GoA and WBEA guidelines for remuneration.

	OSM
Salaries and Benefits - AEP	
Operations and Maintenance	
Consumable materials and supplies	
Conferences and meetings travel	
Field work travel	
Project-related travel	
Engagement	\$ 15,000.00
Reporting	
Overhead	
Capital	
Total grant amount for the year	\$ 15,000.00
x 5 grants	\$ 75,000.00

Grant 1-5: To participating year 1 communities/organizations

Purpose: To provide honoraria and travel expense coverage for community participation in field work, planning meeting and validation. This may include staff or technician time as well as Elder/youth participation. To be allocated as per community direction using GoA and WBEA guidelines for remuneration.

	OSM
Salaries and Benefits - AEP	
Operations and Maintenance	
Consumable materials and supplies	
Conferences and meetings travel	
Field work travel	
Project-related travel	
Engagement	\$ 5,000.00
Reporting	
Overhead	
Capital	
Total grant amount for the year	\$ 5,000.00
x 5 grants	\$ 25,000.00

Grant 1-5: Support for Post-Doc researcher through U of A

Purpose: To support the hiring of a Post-doc researcher, working with Scott Neilson, on the ABMI plants project. This researcher would be able to connect with communities and provide important scientific information about culturally important plants while engaging with elders and technicians in the field.

	OSM
Salaries and Benefits - AEP	\$ 45,000.00
Operations and Maintenance	
Consumable materials and supplies	
Conferences and meetings travel	
Field work travel	
Project-related travel	
Engagement	
Reporting	
Overhead	\$ 9,000.00
Capital	
Total grant amount for the year	\$ 54,000.00