

## **BC Treaty Commission**

### **~ WORKPLAN PREPARATION GUIDELINES ~**

A current tripartite workplan, meeting schedule, and narrative First Nation workplan are required as part of your negotiation support funding submission. These documents need to cover the term of this agreement, and need to highlight the activities to be carried out, and any milestones anticipated to be achieved.

For **multi-year funding agreements**, please ensure your workplans are for the same duration as your funding agreement. As an example, a 2-year funding agreement requires both a 2-year tripartite workplan and a 2-year First Nation (internal) workplan. Note that the submitted workplans for multi-year funding agreements need to be **updated and re-submitted to BCTC on an annual basis** to ensure continued funding. Additional information will be provided in due course.

#### **TRIPARTITE WORKPLAN AND MEETING SCHEDULE**

Your tripartite workplan needs to be **agreed to/signed off** by Canada, BC, and your First Nation. We cannot accept draft versions of tripartite workplans. Agreement by all negotiating parties can take the form of actual signatures on the tripartite workplan and/or approval emails between parties.

The tripartite workplan for the negotiating table needs to include:

- a) the expected frequency and type of negotiation meetings (tripartite, bilateral, main table, working group), including the dates of recently held meetings and agreed future meetings;
- b) the topics, issues, and/or Chapters expected to be addressed at upcoming meetings;
- c) objectives or milestones that are expected to be achieved over the term of this agreement, and any identified target completion dates beyond the term of this agreement;
- d) internal work to be undertaken by each of the parties away from the table;
- e) efforts by the First Nation to address overlapping or shared traditional territory issues with neighboring First Nations, and supporting efforts from Canada and BC;
- f) consultation and stakeholder engagement efforts to be undertaken by Canada and British Columbia;
- g) a list of any outstanding issues, significant obstacles to achieving progress at the table and any plans to address these issues and obstacle; and
- h) a list of completed and outstanding Chapters.

In instances where a tripartite workplan is not available, the Treaty Commission will facilitate discussions between the negotiating parties to address this concern, and discuss their goals for the upcoming fiscal year(s). The Treaty Commission will take into consideration, as appropriate, information obtained through these discussions, and any other information provided by the negotiating parties.

## FIRST NATION (INTERNAL) WORKPLAN

Please provide a narrative **First Nation (internal) workplan** with detailed information regarding:

- a) the planned activities for the term of this agreement;
- b) each topic or specific issue to be addressed with detailed explanations;
- c) expected milestones and results to be achieved during term of this agreement;
- d) obstacles to progress that may have arisen with respect to an individual topic;
- e) community engagement efforts;
- f) steps your First Nation intends to take to resolve overlaps or shared territory issues with neighboring First Nations; and
- g) estimated or target completion dates for all stages of negotiation covered in your workplan, including where the projected completion date extends into a subsequent fiscal year

For tables in **advanced negotiations** (*i.e., Stage 4 negotiations, advanced level activities via an incremental approach, or any combination thereof*), workplans would include topics, activities, and research such as (but not limited to):

1. ratification, eligibility and enrolment;
2. financial settlements and revenue sharing;
3. dispute resolution;
4. community consultation;
5. overlap or shared territory work;
6. interests in lands and resources;
7. culture, economic opportunities;
8. governance;
9. negotiation planning meetings;
10. public education sessions; and
11. tripartite main and side table negotiation meeting schedules and workplan(s).

For tables in **highly advanced negotiations** (*i.e., Stage 5 negotiations, highly advanced level activities via an incremental approach, or any combination thereof*), workplans would include (but not limited to) activities carried out to conclude negotiations, including preparations and readiness efforts for ratification and implementation of an agreement.

Please note the Treaty Commission requests all First Nations to dedicate a sufficient portion of its workplan efforts to support progress in these priority areas:

- **Community Engagement:** activities undertaken this year to engage your community members on negotiation-related issues and receive their input and feedback
- **Overlapping/Shared Territory Discussions:** efforts to engage neighbouring First Nations on outstanding overlapping or shared territory issues
- **Closing Activities:** activities undertaken to conclude negotiations, including preparations and readiness efforts for ratification and implementation of an agreement (*applies to tables at a Highly Advanced activity level approaching conclusion of negotiations only*).

If you have any questions, please contact the BC Treaty Funding Team directly.