

BC Treaty Commission  
SAMPLE FIRST NATION WORK PLAN TEMPLATE  
**STAGE 4: NEGOTIATION OF AN AGREEMENT IN PRINCIPLE**

*This is intended as a starting point for consideration by First Nations to support in identifying initiatives, deliverables and/or milestones to track progress. Some of these areas of work may be better suited to the tripartite workplan (e.g. chapter work and other treaty related work).*

## **SUMMARY**

This section will outline the work the First Nation will engage in over the year, including but not limited to: community engagement, addressing overlaps/shared territories, lands selection, and technical work. First Nations are encouraged to include working groups, other side tables, potential Treaty Related Measures (TRM) proposals, statuses of potential or existing Incremental Treaty Agreements (ITA), and other relevant topics.

## **AREAS OF WORK**

This template contains suggested areas of work for consideration for a First Nation's Stage 4 Work Plan. Areas of work should include community engagement, best efforts to resolve overlap/shared territory issues with neighbouring First Nations, chapter work, Nation building and governance work, agreements and other constructive arrangements, chapter work, and other treaty related work, to name a few.

Under each area of work, First Nations may identify initiatives, deliverables and/or milestones to track progress. This template is intended to be used as a starting point to identify work for completing Stage 4. Some of these areas of work may be better suited to the tripartite workplan (e.g. chapter work and other treaty related work).

## **DELIVERABLES**

Deliverables should identify the intended or projected results or outcomes. For example, a deliverable of youth engagement initiatives may be an increase of youth participating in treaty discussions.

## **TARGET FREQUENCY**

The intended frequency of an initiative. For example, a newsletter may have a target frequency of every two weeks, and a social media strategy may have a target frequency of once a week.

## **POSITION RESPONSIBLE**

The position responsible should include the titles of individuals or departments who will execute the task. For example, the development of a membership list may include a Treaty Coordinator, a Self-Governance Manager, and/or the Communications Coordinator.

## Community Engagement

Type of Engagement	Deliverable	Target Frequency	Position Responsible
Newsletters		e.g. weekly, monthly, quarterly	e.g. Communications
Community Meeting			
General Assemblies			
Social Media Strategy			
One-on-one			
Youth Engagement			
Land Selection			

## Overlap / Shared Territory / Shared Boundary Engagement Work with Neighbouring First Nations

Type of Engagement	Target Frequency	Position Responsible
Letters to Neighbouring First Nations e.g. Identify First Nation/strategy to engage if sending letters to more than one First Nation		
Meetings between Leadership e.g. Identify leadership: Hereditary, elected Chief and Council		
Community / Membership Gatherings e.g. Identify locations, and who may be living away from home		

### Nation Building & Governance Work

Project / Initiative	Status of Work	Deliverable	Position Responsible
Membership List			
Citizenship Code			
Constitution Development			
Capacity Building			
Human Resource Planning			

### Agreements and Other Constructive Arrangements

Type of Agreement or Arrangement	Target Attendance Rate	Position Responsible
e.g. Incremental Treaty Agreements		
e.g. Side Agreements		
e.g. Economic Development		
e.g. Periodic Renewal		

### Chapter Work

Title of Chapter	Status	Outstanding Issues
e.g. Environmental Assessment	e.g. not reviewed since XX	e.g. waiting for language form BC/Canada, First Nation to table language etc.

### Other Treaty Related Work

Item	Deliverable	Position Responsible
TRM Proposals		
Land Selection		
Legal Review		

**TRIPARTITE MEETING SCHEDULE**

The purpose of the Tripartite Meeting Schedule is to capture main table meetings, working group meetings, important community dates, and other tripartite activities. This may be included in the tripartite work plan.

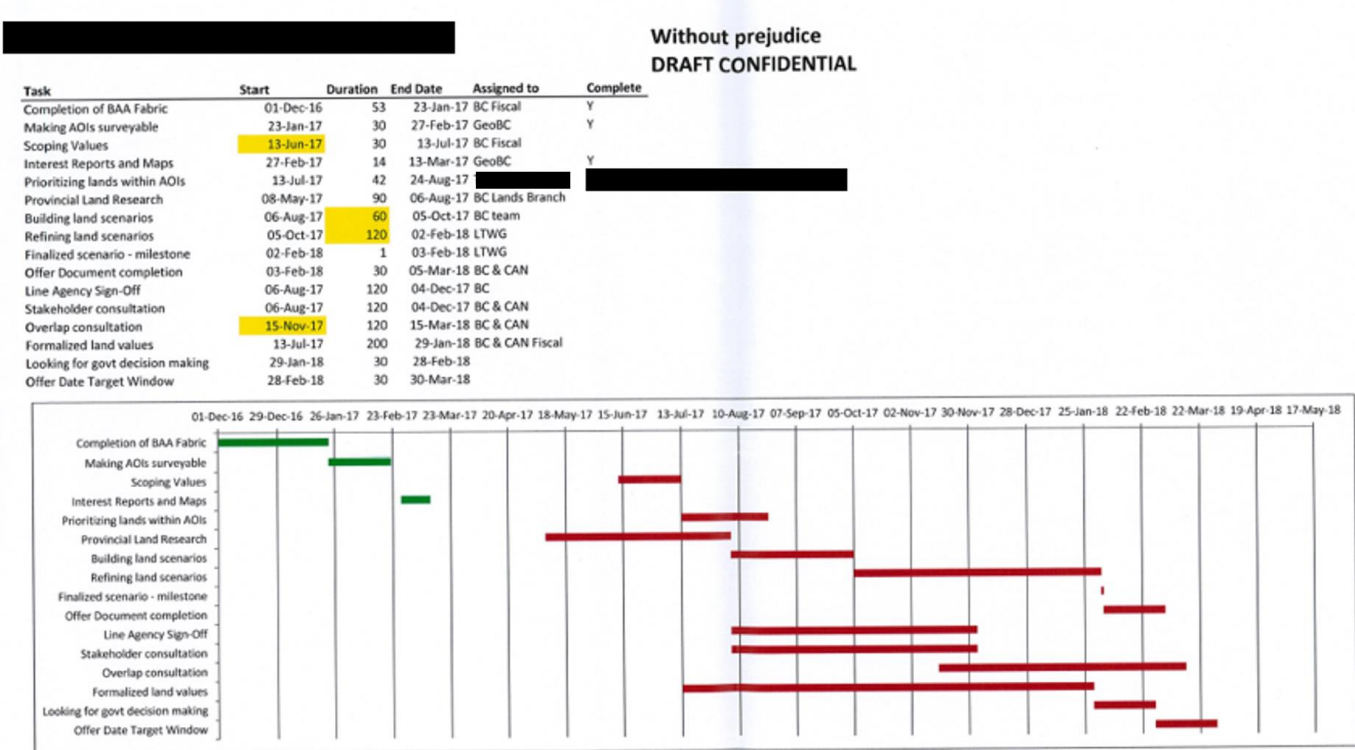
Date	Meeting Type and Location	Agenda
Meeting Date	Meeting Type Location	<ul style="list-style-type: none"> <li>Proposed agenda items</li> </ul>
Meeting Date	Meeting Type Location	<ul style="list-style-type: none"> <li>Proposed agenda items</li> </ul>
Meeting Date	Meeting Type Location	<ul style="list-style-type: none"> <li>Proposed agenda items</li> </ul>
Meeting Date	Meeting Type Location	<ul style="list-style-type: none"> <li>Proposed agenda items</li> </ul>

**APPENDICES**

Tables may wish to include appendices, including closing issues list, overlap strategies, readiness strategies, land/cash offer project plans, or other documentation.

# APPENDIX A EXAMPLE – GANTT CHART

Below is an example a project plan in the form of a GANTT chart, which outline steps required for an initiative/deliverable.



The dates indicated are target dates only and make no presumption on the dates of upcoming government sessions.  
 Last updated: July 10, 2017  
 BAA = Broad Area of Analysis