2022-2023 OSM WORK PLAN APPLICATION

This form will be used to assess the merits of the proposed work plan and its fit with the Oil Sands Monitoring (OSM) Program mandate and strategic priorities. Applicants must complete the form in its entirety. Applicants that fail to use this form and complete all sections in the timeframe will not be considered.

OSM Work Plan Submission Deadline: The deadline for submission of proposed work plans is ***October 5, 2021 at 4:30 PM Mountain Standard time.***	***October 5, 2021*** *4:30 PM MST*
Decision Notification	*Mid to Late January 2022*

The OSM Program is governed by the Freedom of Information and Protection of Privacy Act (FOIP) and may be required to disclose information received under this Application, or other information delivered to the OSM Program in relation to a Project, when an access request is made by anyone in the public. Applicants are encouraged to familiarize themselves with FOIP. All work plans are public documents.

Work Plan Completion

Please ***Enable Macros*** *on the form when prompted.*

The applicant is required to provide information in sufficient detail to allow the evaluation team to assess the work plan. Please follow the requirements/instructions carefully while at the same time being concise in substantiating the project's merits. *The OSM Program is not responsible for the costs incurred by the applicant in the preparation and submission of any proposed work plan.*

When working on this form, please maintain Macros compatibility by always saving your draft and your final submission as a **Microsoft Word Macro-Enabled Document**, failure to do so will result in loss of form functionality**.** This form was created using Microsoft word 2016 on a PC and may not have functionality on other versions of Microsoft on PC or MACS.

All work plans under the OSM Program require either a government lead or a government coordinator. This will ensure that the financial tables (for Alberta Environment and Parks & Environment and Climate Change Canada) are completed accurately for work plan consideration. ***However,*** *if an* ***Indigenous community, environmental nongovernmental organization*** *or any other* ***external partner*** *is completing a work plan proposal, they would* ***only*** *complete the* ***grant or contract budget component*** *of the* ***Human Resources & Financials Section*** *for their project. The government coordinator within Alberta Environment & Parks would be responsible for completing the remaining components of the Human Resources and Financial Section of this Work Plan Application, as they are responsible for contract and grant facilitation of successful submissions. All other sections outside of* ***Human Resources & Financials Section*** *of this work plan proposal are to be completed in full by all applicants.*

The OSM Program recognizes that majority of work planning submissions are a result of joint effort and monitoring expertise. Should the applicant wish to submit supplemental materials in addition to their application additional resources are available in the Work Planning Form and Distribution Package, accessible here: **Work Planning Form and Distribution Package**

Should you have any ***questions*** *about completing this work planning form or uploading your final submission documents, please send all inquiries by email to:* **OSM.Info@gov.ab.ca**.

Work Plan Submission

*Upon completion of this application, please submit the appropriately named work plan (**Microsoft Word Macro-Enabled Document**) and all supporting documents to the link provided below. Failure to follow the naming convention provided may result in oversight of your application.*

*Please upload (by drag and dropping) the **WORK PLAN SUBMISSION & ALL SUPPORTING DOCUMENTS** here:*

WORK PLAN SUBMISSION LINK (CTRL+CLICK HERE)

Please use the following file naming convention when submitting your WORK PLAN:

202223_wkpln_WorkPlanTitle_ ProjectLeadLastNameFirstName

Example:

202223_wkpln_OilSandsResiduesinFishTissue_SmithJoe

If applicable, **please use the following file naming convention when submitting your supplementary or supporting files.** Please number them according to the guidance and examples provided:

202223_sup##_WorkPlanTitle_ ProjectLeadLastNameFirstName

Examples:

202223_sup01_OilSandsResiduesinFishTissue_SmithJoe

202223_sup02_OilSandsResiduesinFishTissue_SmithJoe

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202223_sup10_OilSandsResiduesinFishTissue_SmithJoe

Do not resave your work plan or documents under any other naming conventions. *If you need to make revisions and resubmit before the work planning deadline of October 5, 2021, **DO NOT** rename your submission. When resubmitting, simply resubmit with the exact naming convention so that it replaces the original submission. **DO NOT** add any additional components such as versioning or dates to the file naming convention. Please direct any questions regarding the submission or naming of submissions to **OSM.Info@gov.ab.ca**.*

WORK PLAN APPLICATION

PROJECT INFORMATION	
Project Title:	Click or tap here to enter text.
Lead Applicant, Organization, or Community:	Conklin Resource Development Advisory Committee on behalf of Conklin Metis Local 193
Work Plan Identifier Number: *If this is an on-going project please fill the identifier number for 20/21 fiscal by adjusting the last four digits:* ***Example:*** *D-1-2020 would become D-1-****2022***	Conklin Wetland Project is an existing project that fell under the Wetland Core in 2020/2021: WL-PD-10-2122
Project Region(s):	Athabasca
Project Start Year: *First year funding under the OSM program was received for this project (if applicable)*	2019
Project End Year: *Last year funding under the OSM program is requested* ***Example: 2022***	Ongoing
Total 2022/23 Project Budget: *For the 2022/23 fiscal year*	$279,896.00
Requested OSM Program Funding: *For the 2022/23 fiscal year*	$279,896.00
Project Type:	Longterm Monitoring
Project Theme:	Wetlands
Anticipated Total Duration of Projects (Core and Focused Study (3 years))	Year 5
Current Year	**Focused Study:** Year 1 of 3
	Core Monitoring: Year 1

CONTACT INFORMATION	
Lead Applicant/ Principal Investigator: Every work plan application requires one lead applicant. This lead is accountable for the entire work plan and all deliverables.	Kimberly Desjarlais
Job Title:	Portfolio and Events Coordinator
Organization:	Conklin Resource Development Advisory Committee
Address:	114 Father Mecredi's Trail, Conklin, Alberta, T0P 1H1
Phone:	780-799-9761
Email:	kimd@crdac.ca

PROJECT SUMMARY

Should your application be successful, The OSM Program reserves the right to publish this work plan application. Please check the box below to acknowledge you have read and understand:

☒ *I acknowledge and understand*

In the space below please provide a summary (300 words max) of the proposed project that includes a brief overview of the project drivers and objectives, the proposed approach/methodology, project deliverables, and how the project will deliver to the OSM Program objectives. The summary should be written in plain language.

Conklin is surrounded by active oil sand leases. On all sides of the hamlet. These leases sit on top of traditional harvesting areas.

The CRDAC's objective is to continue the existing program, following the OSM Wetland Monitoring Program core wetland indicators and using their standard operating procedures for the nucleus of the Conklin Wetland Program. In accomplishing these goals, the CRDAC seeks to continue the accumulation of western science data to support the understanding of the impact from surrounding oil industry developments while participating in the design, data acquisition and reporting. In addition, the CRDAC will continue their work with community members in incorporating culturally important plants into the program. This includes building on the already-identified key community plants and wetland locations with the establishment if key indicators.

- Understand what the impact of the surrounding industrial projects to Community-identified Wetlands is?
- Provide transfer of knowledge to community members in the collection of wetland data.
- Determine additional Community-identified sites for monitoring

Do changes to wetland and wetland health impact harvesting volumes and patterns?

Wetland monitoring can provide information on whether infrastructure and activities within and surrounding the community are having an adverse impact on local hydrology and vegetation health. Long-term monitoring provides the ability to show potential impacts on shallow groundwater quality and quantity as well as changes in wetland vegetation composition, such as habitat loss and fragmentation, abundance, biodiversity, and health, and the presence of wildlife.

1.0 Merits of the Work Plan

All work plans under the OSM Program must serve the mandate of the program by determining (1) if changes in indicators are occurring in the oil sands region and (2) if the changes are caused by oil sands development activities and (3) the contribution in the context of cumulative effects. In the space below please provide information on the following:

- *Describe the key drivers for the project identifying linkages to the EEM framework particularly as it relates to surveillance, confirmation and limits of change (as per OC approved Key Questions).*
- *Explain the knowledge gap as it relates to the EEM framework that is being addressed along with the context and scope of the problem as well as the Source – pathway – Receptor Conceptual Models .*
- *Describe how the project meets the mandate of the OSM Program*
- *Discuss results of previous monitoring/studies/development and* what has been achieved to date.

Conklin has gathered wetland data since 2019 in order to determine if the nature and quality of wetland habitat has changed as a result of the significant oil sands development surrounding Conklin. Conklin uses this year as a baseline for the following components; shallow groundwater quantity, shallow groundwater quality and wetlands, and measures the following for potential impacts:

- Alteration of flows and levels to water bodies caused by groundwater or surface water withdrawals or changes in runoff.
- Changes in groundwater quality;
- Suspended sediment inputs;
- Leaks and spills; and,
- Deposition of acidifying substances.

- Changes to hydrology such as restricted water flow, resulting in changes to water levels and water quality affecting vegetation communities;
- Habitat loss and fragmentation resulting in changes to vegetation community, diversity, cover, and vigour or changes in community type potentially altering wildlife habitat; and,
- Changes to water quality from leaks, spills, run-off and atmospheric deposition resulting in decreased species richness and diversity, cover, and vigour or changes in community structure.

In 2021, Conkin incorporated Wildlife cameras, autonomous recording units and mini-meteorological stations into the program for a more wholistic evaluation of community sites and to align with the core wetland program. Data from these additional tools will establish a 2021 baseline, will serve as a comparison point for ongoing data gathering.

2.0 Objectives of the Work Plan

List in point form the Objectives of the 2022/23 work plan below

1. Add 4 additional culturally relevant sample sites in the Athabasca in situ region overlapping Conklin Metis Traditional Territory for a total of 12.

2. Understand what the impact of the surrounding oil and gas lease development is on community-identified wetlands including:
   a) establishing baseline for 4 new community identified wetland sites.
   b) gathering another year of data on existing sites to identify variations over years and measure against provincial environmental quality guidelines and recognized standards.

3. Continue ongoing capacity building of Conklin community members in water quality/quantity, wildlife camera, ARU and mini-met station, management and data interpretation and leading to:
   a) additional sustainable, full-time employment within the Community-approved consulting company leading the program and potential other environmental companies in the region, allowing local residents

an opportunity to live in Conklin.
b) an additional 8 to 12 Conklin community members with knowledge in sampling techniques and equipment management.

4. Proceed with ongoing feedback loop of program results to community and community input into the program

5. Produce rigorous data that feeds into the core programs to help drive evnironmental policy and best practices going forward. Program will continue using source-pathway-effect based process including predicted In Situ facility 'source' that effects wetland datasets, including land disturbance (well pads,linear structures), groundwater dewatering, emissions. Conklin will work with OSM Wetland Core team to update as needed for standardized methodology.

6. Confirm that (source) Oil Sands production's (stressor) increased settlement/land disturbance and contaminants are impacting (pathways) wildlife harvesting, water quantity and quality, culturally important vegetation (response) influence on Indigenous harvesting patterns/loss of traditional and cultural practices.

6. Work with community to further understand harvesting patterns and Indigenous indicators relating to wildlife presence.

3.0 Scope

Evaluation of Scope Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would:

- be in scope of the OSM Program (e.g., regional boundaries, specific to oil sands development, within boundaries of the Oil Sands Environmental Monitoring Program Regulation)
- integrate western science with Indigenous Community-Based Monitoring
- addresses the EEM framework particularly as it relates to surveillance, confirmation and limits of change as per approved Key Questions.

have an experimental design that addresses the Pressure/Stressor, Pathway/Exposure, Response continuum

- produce data/knowledge aligned with OSM Program requirements and is working with Service Alberta
- uses Standard Operating Procedures/ Best Management Practices/ Standard Methods including for Indigenous Community-Based Monitoring

3.1 Sub Theme

Please select from the dropdown menu below the theme(s) your monitoring work plan relates to:

Wetlands

3.2 Core Monitoring or Focused study

Please select from the dropdown menu below if the monitoring in the work plan is "core monitoring" and/or a "focused study". Core monitoring are long term monitoring programs that have been in operation for at least 3 years, have been previously designated by the OSM program as core, and will continue to operate into the future. Focused studies are short term projects 1-2 years that address a specific emerging issue. For the purposes of 2022/23 work planning all Community Based Monitoring Projects are Focused Studies.

Core Monitoring

3.3 Sub Theme Key Questions

Please select from the dropdown menus below the sub-theme(s) your monitoring work plan relates to and address the Key Questions:

3.3.1 Surface Water Theme

3.3.1.1. Sub Themes:

Choose an item.

3.4.1.2 Surface Water Key Questions

Explain how your surface water monitoring program addresses the key questions below.

1. Are changes occurring in water quality, biological health (e.g., benthos, fish) and/or water quantity/flows, to what degree are changes attributable to oil sands activities, and what is the contribution in the context of cumulative effects?

Click or tap here to enter text.

2. Are changes in water quality and/or water quantity and/or biological health informing Indigenous key questions and concerns?

Click or tap here to enter text.

3. Are data produced following OSM Program requirements and provided into the OSM Program data management system?

Click or tap here to enter text.

4. Do methodologies use relevant Standard Operating Procedures/ Best Management Practices/ Standard Methods?

Click or tap here to enter text.

5. How does the monitoring identify integration amongst projects, themes or with communities?

Click or tap here to enter text.

6. 7.6. Where does the monitoring fit on the conceptual model within the EEM framework for the theme area and relative to the conceptual model for the OSM Program theme area? How will this work advance understanding transition towards of the conceptual model EEM framework?

Click or tap here to enter text.

7. Is the work plan contributing to Programmatic State of Environment Reporting?

Click or tap here to enter text.

3.3.2 Groundwater Theme

3.3.2.1 Sub Themes:

Choose an item.

3.3.2.2 Groundwater Key Questions

Explain how your groundwater monitoring program addresses the key questions below.

1.Are changes occurring in groundwater quality and/or quantity, to what degree are changes attributable to oil sands activities, are changes affecting other ecosystems, and what is the contribution in the context of cumulative effects?

Click or tap here to enter text.

2. 2. Are changes in groundwater quality and/or quantity informing Indigenous key questions and concerns Indigenous concerns and health?

Click or tap here to enter text.

3. Are data produced following OSM Program requirements and provided into the OSM Program data management system?

Click or tap here to enter text.

4. Do methodologies use relevant Standard Operating Procedures/ Best Management Practices/ Standard Methods?

Click or tap here to enter text.

5. How does the monitoring identify integration amongst projects, themes or with communities?

Click or tap here to enter text.

6. Where does the monitoring fit within the EEM framework and relative to the theme area? How will this work advance transition towards the EEM framework?

Click or tap here to enter text.

7. Where does the monitoring fit on the conceptual model for the theme area and relative to the conceptual model for the OSM Program? How will this work advance understanding of the conceptual model?

Click or tap here to enter text.

8. Is the work plan contributing to Programmatic State of Environment Reporting?

Click or tap here to enter text.

3.3.3 Wetlands Theme

3.3.3.1 Sub Themes:

Cross-Cutting

3.3.3.2 Wetland - Key Questions

Explain how your wetland monitoring program addresses the key questions below.

1. Are changes occurring in wetlands due to contaminants and hydrological processes, to what degree are changes attributable to oil sands activities, and what is the contribution in the context of cumulative effects?

Conklin has established and is setting baseline data (for new environmental inclusions of wildlife cameras, ARUs, mini-met). Conklin will use this data to measure against incoming data from ongoing monitoring. Conklin looks for: • Changes to hydrology such as restricted water flow, resulting in changes to water levels and water quality affecting vegetation communities; • Changes to wildlife, species population presence; • Habitat loss and fragmentation resulting in changes to vegetation community, diversity, cover, and vigour or changes in community type potentially altering wildlife habitat; and, • Changes to water quality from leaks, spills, run-off and atmospheric deposition resulting in decreased species richness and diversity, cover, and vigour or changes in community structure. Water quality samples look for: trace metals, routines, nuturients and d2H and BTEX.

2. Are changes in wetlands informing Indigenous key questions and concerns?

Yes, community have expressed concerns in wildlife health and wildlife habitat, water systems (wetlands and connectivity to rivers) and a decrease in water quantity and quality, and the quality and quantity of certain vegetation. Ongoing wetland monitoring will inform these questions and concerns.

3. Are data produced following OSM Program requirements and provided into the OSM Program data management system?

The data produce will follow the OSM Program requirements and provided into the OSM Program data management system.

4. Do methodologies use relevant Standard Operating Procedures/ Best Management Practices/ Standard Methods?

Yes. The Conklin program is and will continue to follow SOP provided to the community by the Wetland Core team.

5. How does the monitoring identify integration amongst projects, themes or with communities?

Methodologies are consistent with other wetland programs that follow the Core Wetland program thus allowing for comparative analysis between different communities.

6. Where does the monitoring fit within the EEM framework and relative to the theme area? How will this work advance transition towards the EEM framework?

Wetland sites have been chosen by the Conklin community based on cultural importance an perceived threats of impact due to oil sands development. Indicators, are, in part, community based, but are largely sensitive to oil sands pressures.

7. Where does the monitoring fit on the conceptual model for the theme area and relative to the conceptual model for the OSM Program? How will this work advance understanding of the conceptual model?

The Conklin Wetland Program is designed to continue to feed the Core Wetland Program that is designed to address oil sands pressures, including, contamination, land disturbance and hydrologic alteration. The program will confirm the wetland conceptual model relationships of the oil sand pressures (contamination, land disturbance, hydrologic alterations) the wetland stressors (water quality and quantity) or wetland ecosystyem responses (Vegetation, wildlife, amphibians, birds).

8. Is the work plan contributing to Programmatic State of Environment Reporting?

Yes, the information gathered from this work plan will feed the Core Wetland Program.

3.3.4 Air Theme

3.3.4.1 Sub Themes:

Choose an item.

3.3.4.2 Air & Deposition - Key Questions

Explain how your air & deposition monitoring program addresses the key questions below.

1. Are changes are occurring in air quality, to what degree are changes attributable to oil sands emissions, and what is the contribution in the context of cumulative effects?

Click or tap here to enter text.

2. Are changes informing Indigenous key questions and concerns?

Click or tap here to enter text.

3. Are data produced following OSM Program requirements and provided into the OSM Program data management system?

Click or tap here to enter text.

4. Do methodologies use relevant Standard Operating Procedures/ Best Management Practices/ Standard Methods?

Click or tap here to enter text.

5. How does the monitoring identify integration amongst projects, themes or with communities?

Click or tap here to enter text.

6. Where does the monitoring fit within the EEM framework and relative to the theme area? How will this work advance transition towards the EEM framework?

Click or tap here to enter text.

7. Where does the monitoring fit on the conceptual model for the theme area and relative to the conceptual model for the OSM Program? How will this work advance understanding of the conceptual model?

Click or tap here to enter text.

8. Is the work plan contributing to Programmatic State of Environment Reporting? (Answer Box)

Click or tap here to enter text.

3.3.5 Terrestrial Biology Theme

3.3.5.1 Sub Themes:

Choose an item.

3.3.5.2 Terrestrial Biology - Key Questions

Explain how your terrestrial biological monitoring program addresses the key questions below.

1. Are changes occurring in terrestrial ecosystems due to contaminants and landscape alteration, to what degree are changes attributable to oil sands activities, and what is the contribution in the context of cumulative effects?

Click or tap here to enter text.

2. Are changes in terrestrial ecosystems informing Indigenous key questions and concerns?

Click or tap here to enter text.

3. Are data produced following OSM Program requirements and provided into the OSM Program data management system?

Click or tap here to enter text.

4. Do methodologies use relevant Standard Operating Procedures/ Best Management Practices/ Standard Methods?

Click or tap here to enter text.

5. How does the monitoring identify integration amongst projects, themes or with communities?

Click or tap here to enter text.

6. Where does the monitoring fit within the EEM framework and relative to the theme area? How will this work advance transition towards the EEM framework?

Click or tap here to enter text.

7. Where does the monitoring fit on the conceptual model for the theme area and relative to the conceptual model for the OSM Program? How will this work advance understanding of the conceptual model?

Click or tap here to enter text.

8. Is the work plan contributing to Programmatic State of Environment Reporting?

Click or tap here to enter text.

3.3.6 Cross-Cutting Across Theme Areas

3.3.6.1 Sub Themes:

Choose an item.

If "Other" was selected from the drop down list above please describe below:

Click or tap here to enter text.

3.3.6.2 Cross-Cutting - Key Questions

Explain how your cross-cutting monitoring program addresses the key questions below.

1. Is data produced following OSM Program requirements and provided into the OSM Program data management system?

Click or tap here to enter text.

2. Do methodologies use relevant Standard Operating Procedures/ Best Management Practices/ Standard Methods?

Click or tap here to enter text.

3. How does the monitoring identify integration amongst projects, themes or with communities?

Click or tap here to enter text.

4. Where does the monitoring fit within the EEM framework and relative to the theme area? How will this work advance transition towards the EEM framework?

Click or tap here to enter text.

5. Where does the monitoring fit on the conceptual model for the theme area and relative to the conceptual model for the OSM Program? How will this work advance understanding of the conceptual model?

Click or tap here to enter text.

6. Is the work plan contributing to Programmatic State of Environment Reporting?

Click or tap here to enter text.

4.0 Mitigation

Evaluation of Mitigation Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would potentially inform:

- efficacy of an existing regulation or policy
- an EPEA approval condition
- a regional framework (i.e., LARP)
- an emerging issue

Explain how your monitoring program informs management, policy and regulatory compliance. As relevant give consideration for the EEM framework and the approved Key Questions.

It is Conklin's belief that the data gathered from their wetland program will feed into regional Core Wetland data to provide evidence of impact from oil sands development that will in turn drive necessary mitigation measures and land use planning. The monitoring should parallel and eventually combine with Industry EPEA approvals for wetland monitoring. The coordination/combination of AEP and AER should drive a less redundant process that incorporates both on lease and off lease sites and subsequent data.

5.0 Indigenous Issues

Evaluation of Indigenous Issues Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would potentially:

- Investigate Indigenous communities key questions and concerns
- Includes culturally relevant receptor(s) and indicator(s)
- Include or be driven by Indigenous communities (participatory or collaborative)
- Develop capacity in Indigenous communities
- Include a Council Resolution or Letter of Support from one or more Indigenous communities
- Describe how ethics protocols and best practices regarding involvement of Indigenous peoples will be adhered to
- Provide information on how Indigenous Knowledge will be collected, interpreted, validated, and used in a way that meets community Indigenous Knowledge protocols

Explain how your monitoring activities are inclusive and respond to Indigenous key questions and concerns and inform the ability to understand impacts on concerns and inform Section 35 Rights

1) Conklin has raised concerns regarding impacts of the numerous oil sands leases surrounding Conklin. These concerns relate largely to impact on harvesting and human health. Oil sands development is thought to impact harvesting through emissions, water drawdown, poor water quality and land disturbance, impacting the presence of wildlife and plants use for food and medicinal purposes.

2) Conklin Community Members have has selected key wetland areas of high concern in the area that serve as wetland sites for the monitoring program. In addition, community members identified culturally important plants to be included in vegetation monitoring at each wetland.

3) Indicators and associated protocols –We are working with communities to develop core wetland indicators and protocols that are highly valued by the community and can be collected by the community.

4) The Conklin Community Consultant Entity has hired two trained Metis Local 193 individuals to perform the majority of the wetland monitoring field work. In addition, 6 to 12 more community members participate in training each year for water quality and quantity sampling, well installation, vegetaion plotting, wildlife camera and ARU deployment and retrieval and mini-met station set-up. Also, at the beginning of each year, a general community invite goes out to the community to review and discuss results and to review wetland site selection for the coming year.

5) Evaluation and Reporting –We are working with communities to provide monitoring program information that is valued and effectively-communicated. The CRDAC provides and annual community brochure highlighting the program, its methodologies and the results. An open invitation goes out each year to have community provide input to the program.

Does this project include an Integrated Community Based Monitoring Component?

Yes

6.0 Measuring Change

Evaluation of Measuring Change Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would potentially:

- assess changes in environmental conditions compared to baseline (e.g., validation of EIA predictions)
- report uncertainty in estimates and monitoring is of sufficient power to detect change due to oil sands development on reasonable temporal or spatial scales
- include indicators along the spectrum of response (e.g., individual, population, community)
- focus on areas of highest risk (where change is detected, where change is greater than expected, where development is expected to expand (collection of baseline)
- measure change along a stressor gradient or a stressor/reference comparison

Explain how your monitoring identifies environmental changes and can be assessed against a baseline condition. As relevant give consideration for the EEM framework and the approved Key Questions.

Conklin expects to have 9 Fens and 3 Bog sites. 8 of these sites are existing and 4 will be established in the 2022/2023 year. The first year of monitoring for all sites will serve as the baseline for each wetland. 4 Wetland sites were established in 2019/20, 4 more wetland sites were established in 2021/2022, and for more will be established in 2022/2023. All sites will be selected based on community input. Over time the monitoring will chart changes in vegetation. Vegetation parameters were chosen to allow comparisons of vegetation communities for wetland types of time, this includes species % cover, species health and traditional species a a percent of total cover. For water levels, they will be compared to previous years looking for impact from industry water drawdowns. For water quality, parameters will be measured against previous years as well as against provincial environmental quality guidelines. This monitoring will look for oil sands contaminant impact. Overall, the social and cultural barriers, real and perceived, will be assessed as it relates to harvesting practices.

7.0 Accounting for Scale

Evaluation of Accounting for Scale Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would potentially be:

- appropriate to the key question and indicator of interest
- relevant to sub-regional and regional questions
- relevant to organism, population and/or community levels of biological organization
- where modelled results are validated with monitored data
- where monitoring informs on environmental processes that occur at a regional scale. e.g. Characterizing individual sources to gain a regional estimate of acid deposition and understand signal from individual contributing sources.

Explain how your monitoring tracks regional and sub-regional state of the environment, including cumulative effects. As relevant give consideration for the EEM framework and the approved Key Questions.

The Conklin wetland program falls/aligns with the OSM Core Wetland program that focuses on stressors from the in situ region of the oil sands around Conklin. The program details below will help answer the Core question of if the impacts/changes to wetlands are due to oil sands development or cumulative effects from other development activites.

Shallow Groundwater Quantity: • Alteration of flows and levels to water bodies caused by groundwater or surface water withdrawals or changes in runoff.
Shallow Groundwater Quality:
• Changes in groundwater quality;
• Suspended sediment inputs;
• Leaks and spills; and,
• Deposition of acidifying substances.
Wetlands:
• Changes to hydrology such as restricted water flow, resulting in changes to water levels and water quality affecting vegetation communities;
• Habitat loss and fragmentation resulting in changes to vegetation community, diversity, cover, and vigour or changes in community type potentially altering wildlife habitat; and,
• Changes to water quality from leaks, spills, run-off and atmospheric deposition resulting in decreased species richness and diversity, cover, and vigour or changes in community structure.

As the Conklin wetland program will predominantly follow the Core Wetland approach our data will feed into their cumulative effects modeling approach consistent with the EEM framework, which will incorporate modeling of key source-pathway-wetland ecosystem responses and serve as a point of integration across the various theme areas. This modeling will enable the assessment of effects of oil sands development on wetland ecosystems at a watershed/ sub-regional scale in the southern Athabasca predominantly in-situ area, which is one of the objectives of OSM Wetland Monitoring Program.

8.0 Transparency

Evaluation of Transparency Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would potentially include:

- a plan for dissemination of monitoring data, including appropriate timing, format, and aligns with OSM program data management plan
- demonstrated transparency in past performance
- identified an annual progress report as a deliverable
- reporting of monitoring results occurs at timing and format that is appropriate for recipient audience.

Explain how your monitoring generates data and reporting that is accessible, credible and useful. As relevant give consideration for the EEM framework and the approved Key Questions.

Data gathering/monitoring will be in compliance with SOPs supplied by the Wetland TAC. The Conklin Wetland Team has experienced community members and consultants that work together following best practice/SOPs for installation, retrieval and handling procedures. The Conklin data will be provided to the Wetland TAC, in addition the data is analyzed by the Conklin team and a report is created for the Conklin Team and Community purposes. In addition, a community brochure is created annually and made readily available containing highlights of the program.

9.0 Efficiency

Evaluation of Efficiency Criteria (Information Box Only- No action required)
Your workplan will be evaluated against the criteria below. A successful workplan would include:

- appropriately addressed a risk-informed allocation of resources
- identified the role and justification for each staff member on the proposed work plan
- identified in-kind and leveraged resources (e.g., resources and approaches are appropriately shared with other OSM projects where possible)
- established partnerships (value-added) and demonstrated examples of coordinated efficiencies (e.g., field, analytical)
- identified co-location of monitoring effort
- demonstrated monitoring activities and information collected are not duplicative
- considered sampling/measurement/methods compatibility to other data sources (e.g., AER)

Explain how your monitoring is integrated with other OSM projects and incorporates community-based participation and/or engagement in proposed monitoring activities. As relevant give consideration for the EEM framework and the approved Key Questions.

The Conklin Wetland Program has fit within the OSM Core Wetland program in previous years, with intention to follow the Wetland TAC SOP. The Consultant – the Community Approved entity hires Metis Local 193 members as employees and for sustainable work, works with additional community members for training and retrieving community input and feedback to discuss and incorporate into the program. Currently, the community chooses the wetland sites as well as identifies additional community vegetation to incorporate into the monitoring process. Community members through employment or as community field representatives are typically two thirds to three quarters of the field work force. -Changes in wetland ecosystem condition will be assessed in relation to key oil sands pressures of concern including atmospheric deposition, landscape disturbance and hydrologic alteration. Other factors that may affect wetland change in the region such as inter-annual weather variability, underlying landscape factors, and fire history will be treated as covariates.

-Wetland condition will be assessed at each site : including hydrology (precipitation, water level, potential evapotranspiration throughout the growing season), water quality, sediment quality, plant community composition and structure, benthic invertebrate community composition (only at shallow open water wetlands), and bird and amphibian community composition (using acoustic recordingunits).

-Sentinel wetland sites will be monitored annually to determine the effects of inter-annual climate variability on wetland condition, which is a key natural stressor affecting wetlands.

-Remote sensing data will be used periodically to assesschanges in wetland condition (location, areal extent, and wetland class) over time across the region. Long-term wetland monitoring sites will be used to validate wetland inventories. A pilot scale project using lidar data to detect changes in wetland vegetation canopy height shows promising results that may be applied further in the future

10.0 Work Plan Approach/Methods

10.1 List the Key Project Phases and Provide Bullets for Each Major Task under Each Project Phase *

1. Community Feedback and Program update:
* Community Meeting and presentation of last year's program results and plan for this year. Community provides locations to be scouted for this year's program, as 4 new sites are to be added. In addition, Benthic Invertebrate training through the Cabin Certification Program will be included for 5 individuals in order to potentially incorporate this monitoring in future years for open water wetlands.
2. April Field Visit
*Consultant and Community Members (Wetland Team…typically 8 Community Members at first two sites and 3-4 at subsequent sites) go to wetland sites (8 established and 4 new) to Install 28 shallow (8 already installed) groundwater wells, ARUs and Mini-met stations. Alberta one-calls and line locates will be performed within 2 weeks of the installation of wells. Wildlife camera batteries and SD cards to be changed. Consultant builds capacity with new community members to the program.
3. May Field Visit
* Conklin Wetland Team visit sites to install leveloggers (and barologgers where needed based on proximity of sites to each other).
*Wetland Team takes water levels and field parameters from 12 sites and 36 total wells as per the new Wetland TAC parameters.
4. July Field Visit
Conklin Wetland Team visits 12 wetland sites to take vegetation plots, field parameters, wetland quality samples, and water levels.
5. October Field Visit
Conklin Wetland Team visits 12 wetland sites to take field parameters, water levels, retrieve ARUs and Mini-met stations and change batteries and SD cards on wildlife cameras.
6. Reporting (November 2022 to February 2023)
Consultant works with retrieved data through ecologists, hydrologists and hydrogeologist to interpret and to create a report. Consultant works with community member lead to create a community brochure with a summary of program and results.

10.2 Describe how changes in environmental Condition will be assessed *

-Changes in wetland ecosystem condition will be assessed in relation to key oil sands pressures of concern including atmospheric deposition, landscape disturbance and hydrologic alteration. Other factors that may affect wetland change in the region such as inter-annual weather variability, underlying landscape factors, and fire history will be treated as covariates.

-Wetland condition will be assessed at each site : including hydrology (precipitation, water level, potential evapotranspiration throughout the growing season), water quality, sediment quality, plant community composition and structure, meteriological data (mini-met stations), wildlife presensce (cameras) wand bird and amphibian community composition (using acoustic recording units).

-Sentinel wetland sites will be monitored annually to determine the effects of inter-annual climate variability on wetland condition, which is a key natural stressor affecting wetlands.

-Long-term wetland monitoring sites will be used to validate wetland inventories.

10.3 Are There Benchmarks Being Used to Assess Changes in Environmental Condition? If So, Please Describe, If Not, State "NONE" *****

Yes, field parameters and water quality are measured against provincial Environmental Quility Guidelines.

(e.g., objectives, tiers, triggers, limits, reference conditions, thresholds, etc.)

10.4 Provide a Brief Description of the Western Science or Community-Based Monitoring Indigenous Community-Based Monitoring Methods by Project Phase *

Groundwater:
The following groundwater sampling methodology was used during the sampling event:
- Before sampling, the static groundwater level was measured in each monitoring well using a hand-held water level meter;
- All wells were purged of standing water using a Monoflex polyvinyl chloride (PVC) bailer;
- The temperature, electrical conductivity (EC), and pH were measured during the purging process until measurements stabilized to within +/- 0.5°C, 2% EC and 0.1 pH units, respectively;
- Measurements of temperature, EC, and pH were recorded after stabilization of readings;
- Samples were then collected using clean-sampling protocols, and those requiring filtering (0.45 um) and chemical preservation were treated as such in the field;
- Once collected, water samples were placed in ice-filled coolers to ensure chemical integrity during transport from Conklin, Alberta to ALS Laboratory in Edmonton, AB; and
- All samples were collected for a comprehensive suite of chemical analytes including:
  - Routine potability (major ions, alkalinity, hardness, and total dissolved solids [TDS]);
  - Nutrients and indicators such as nitrate, nitrite, chlorophyll a, phosphorous, orthophosphate and carbonaceous biochemical oxygen demand (BODc);
  - Total and dissolved metals and trace elements;
  - Benzene, toluene, ethylbenzene and total xylenes (BTEX); and
  - Polycyclic aromatic hydrocarbons (PAHs), naphthenic acids, methanol, and phenols.

Field Measurements, Sampling and Handling QA/QC
Throughout the duration of the water sampling program, the following standards were employed:
- Nitrile gloves were worn and replaced at each sampling location (multiple times as appropriate) to eliminate the potential for cross contamination;
- Water levels were measured from wells as 'metres below top of casing' (mbtoc);
- All meters used for field measurement testing were calibrated on site;
- New bailers and bailing rope were installed at each well and replaced as appropriate;
- All samples were stored and shipped in third party laboratory supplied bottles and coolers with adequate ice to maintain required temperatures; and
- All samples were packaged with completed Chain of Custody forms and hand-delivered to the Laboratory.

Laboratory QA/QC
For quality assurance purposes, Laboratory regularly uses calibration checks, surrogate matrix spikes, blanks, and laboratory duplicates during analyses. Following receipt of the Certificate of Analysis (CoA), CLEE staff reviews the final results of the report and would provide details if there were any deviations or exceptions to the above.

Vegetation:
Vegetation parameters (species inventory, strata, and percent cover) were assessed and recorded at all wetland sites. At each site the forb, graminoid, and bryophyte layers were observed and recorded within the micro plots (16 in the program, four per site). At each site the tree and shrub layers were recorded within the macro plot (four in the program, one per site). Vegetation parameters were chosen to allow comparisons of vegetation communities for wetland types over time. At vegetation plots with trees, average trees were measured and recorded for both height and diameter at breast height (DBH).

Wildlife/Amphibians/Birds: OSM SOP protocol will be followed.

10.5 List the Key Indicators Measured, If Not Applicable, State N/A *****

Core wetland indicators are measured at all surveillance wetland monitoring sites unless otherwise indicated include:

-Meteorology (mini met stations measure precipitation, and temperature continuously during the growing season. Funds have been requested to add wind speed and direction to each station).

-Hydrology (water level and soil moisture measured continuously throughout the growing season)

-Water quality (nutrients, major ions, mercury, trace elements, polycyclic aromatic compounds for open water wetlands; only nutrients, major ions and total metals are analyzed for peatlands due to limitations in obtaining sufficient volumes for the full OSM SWQ parameter suite. There is very good evidence for SO2, NOx, PM2.5, PM10, VOCs, CO, and NH3 associated with in situ operations based on NPRI datasets and GEM-MACH regional deposition models. BTEX are also included in the Conklin program, which is a divergence from the Core Wetland program. Water quality parameters may be reduced after no effects have been detected through surveillance monitoring.

-Sediment quality (nitrogen, carbon, acid buffering capacity, particle size analysis, mercury, trace elements, polycyclic aromatic compounds) at shallow open water wetlands only.

-Plant community composition and structure including height and leaf area index (LAI), which will be used to validate lidar and other remote sensing data. Conklin also does meandering transects in order to monitor for community-identified culturally important plants.

-Bird and amphibian community composition (using acoustic recording units).

-Mammal community composition (using trail cameras)
-Autonomous Recording Unit (ARU), Wildlife Camera and Mini-Met Station at 12 locations.

11.0 Knowledge Translation

In the space below, please provide the following:

- *Describe the plan for knowledge transfer and distribution of learnings from the project. This could include workshops, publications, best practice documentation, marketing plan, etc.*
- *Demonstrate that the knowledge transfer plan is appropriate for the intended end-users.*

Water quality, water quantity, field parameters (pH, EC, temperature, Eh and DO), standard vegetation plots (not including meandering transects for cultural plants) wildlife and ARU data will be gathered as per SOP methodologies with data provided back to feed the regional OSM program.
The Conklin Wetland Team has a general meeting with invite to Conklin community members to present the previous year's results and get feedback and input for upcoming programs. Community members participate in all field studies. All community comments are recorded and included in the annual report for review and possible inclusion for future programs. A community brochure is created each year with the results of the monitoring program, and highlighting exceedances and red flags.

12.0 External Partners

List by project or project phase each component that will be delivered by an external party (including analytical laboratories) and name the party. Describe and name the associate work plan/grant/contract for these services. * state none if not required

1) Higher Ground Consulting (including Conklin Metis Local 193 employees)– Provides Field Leads and field seconds (and sometime a supporting third field staff, when necessary)for each field component of the Conklin Wetland Monitoring Program. Please note that Higher Ground employs Conklin Metis 193 members for full time seasonal work. There is always at least 50% Conklin Metis Local 193 employees in each field Program.
   Higher Ground professional designated employees complete 100% of the reporting and scientific data analysis.

   2)Labarotory
   i) InnoTech – Trace Metals, Routines.
   ii) Bureau Veritas – Nutrients, BTEX
   iii)InnoTech-Victoria – d180, d2H

   3) Oak Environmental: Field Equipment Rental, Groundwater and Vegetation Field Kits.

   4) The Printing House – Printing of Community Brochure

   5) Albert Biodiversity Monitoring Institute: Loan of ARUs and Wildlife Cameras. (no cost)

   6) Line Locates: To Be Determined depening on site location of the 4 new wetland sites.

   7) Canadian Aquatic Biomonitoring Network: Benthic Invertebrate Training.

   8) The Lorrnel Group – Rental of Geospatial Platform and Database.

*To ensure complete work plan proposal submission, all grants and contracts listed in this section should also be captured in Grants & Contracts.

13.0 Data Sharing and Data Management

For 2022-23 the following approach will be taken by the OSM Program related to data sharing.

For all work plans of a **western science** nature funded under the OSM Program, data sharing is a condition of funding and must align with the principle of **"Open by Default"**. In this case, all data is to be shared with the OSM Program as directed by the OSM Program Data Management work plan.

For all work plans involving **Indigenous Knowledge** as defined below and funded under the OSM Program, data sharing is a condition of funding and the Indigenous Knowledge components of the work plan must align with the principle of **"Protected by Default".** In this case, all data as defined as Indigenous Knowledge, are to be retained by the Indigenous community to which the Indigenous Knowledge is held.

Indigenous Knowledge is defined as:

> "The knowledge held by First Nations, Inuit and Métis peoples, the Aboriginal peoples of Canada. Traditional knowledge is specific to place, usually transmitted orally, and rooted in the experience of multiple generations. It is determined by an Aboriginal community's land, environment, region, culture and language. Traditional knowledge is usually described by Aboriginal peoples as holistic, involving body, mind, feelings and spirit. Knowledge may be expressed in symbols, arts, ceremonial and everyday practices, narratives and, especially, in relationships. The word tradition is not necessarily synonymous with old. Traditional knowledge is held collectively by all members of a community, although some members may have particular responsibility for its transmission. It includes preserved knowledge created by, and received from, past generations and innovations and new knowledge transmitted to subsequent generations. In international or scholarly discourse, the terms traditional knowledge and Indigenous knowledge are sometimes used interchangeably."

This definition was taken from the Canadian Government's Tri-council Policy Statement for Ethical Research involving Humans (Chapter 9, pg. 113) and is an interim definition specific to the Oil Sands Monitoring Program.

Data Sharing and Data Management Continued

13.1 Has there, or will there be, a Data Sharing Agreement established through this Project? *

YES

13.2 Type of Quantitative Data Variables:

Continuous

13.3 Frequency of Collection:

Annually

13.4 Estimated Data Collection Start Date:

2022-05-01

13.5 Estimated Data Collection End Date:

2022-11-01

13.6 Estimated Timeline For Upload Start Date:

2022-11-02

13.7 Estimated Timeline For Upload End Date:

2023-02-28

13.8 Will the data Include traditional knowledge as defined by and provided by an Indigenous representative, Community or Organization?

NO

TABLE 13.9 Please describe below the Location of Data and Data Type:

Add a Data Source by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table

Name of Dataset	Location of Dataset (E.g.: Path, Website, Database, etc.)	Data File Formats (E.g.: csv, txt, API, accdb, xlsx, etc.)	Security Classification
Groundwater quantity	Database	Geopackage or file geodatabase	Open by Default
Amphibian/Avian	wildRtrax (TBD)	Geopackage or file geodatabase	Open by Default
Groundwater quality	Database	Geopackage or file geodatabase	Open by Default

Vegetation	Database	Geopackage or file geodatabase	Open by Default

Field Parameters	Database	Geopackage or file geodatabase	Open by Default

Mini Met Station	Database (TBD)	Geopackage or file geodatabase	Open by Default

14.0 2022/23 Deliverables

Add an additional deliverable by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table.

Type of Deliverable	Delivery Date	Description
Technical Report	Q4	Summary report of all data gathered and by what methodology. Exceedances are highlighted and recommendations are put forth. Community communication is captured.

15.0 Project Team & Partners

In the space below please provide information on the following:

- *Describe key members of the project team, including roles, responsibilities and expertise relevant to the proposed project.*
- *Describe the competency of this team to complete the project.*
- *Identify any personnel or expertise gaps for successful completion of the project relative to the OSM Program mandate and discuss how these gaps will be addressed.*
- *Describe the project management approach and the management structure.*

Kimberly Desjarlais: CRDAC and Higher Ground Consulting Employee and Metis Local 193 Member – Project Administrator and Community Liaison and Wetland Advisor. Kim, a Métis Local 193 member from the Community of Conklin, has been with HGC for over three years, helping lead field studies in wetland. Through HGC's capacity-building commitment to Indigenous communities, Kim mentors and trains fellow Conklin residents as they look to build their skillset and gain a better understanding of the industrial development occurring in their backyard. With 15 years of environmental experience in Western Canada, Kim helps bridge the gap between perceived and actual effects by utilizing and combining her knowledge in both western science and traditional knowledge.

Kyle Desjarlais: Higher Ground Consulting Employee and Metis Local 193 Member – Kyle has approximately 2 years of field experience in the area of wetland monitoring, including water quality and quantity monitoring as well as field parameters gathering.

David Berrade: Higher Ground Consulting – B.A., MA Community Development – Project Manager - Dave has extensive experience in environmental projects throughout Alberta and has managed and implemented programs, including environmental monitoring programs, in both rural and urban settings. Over the past 15 years David has worked with regulators on a provincial and federal level on projects that included fisheries, wildlife, soil, water and wetland disciplines. David has managed the Conklin Wetland Project for the past three years and performs much of the non-technical report writing.

Cameron Johnston: Higher Ground Consulting - B.Sc.,P. Biol – Lead Wetlands Specialist - Cameron Johnston has worked in environmental consulting since 2008, with 10 of his most recent years focused on wetlands, vegetation, and water related projects. He is experienced in wetland and surface water monitoring programs for largescale oil sands projects as well as smaller scale developments and community-based monitoring. Cameron has also provided baseline vegetation assessments for multiple industrial sectors, surveyed and reported for wetland impacts, consulted clients on rare plant mitigations, and managed the vegetation component on numerous projects from field surveying to regulatory applications. Cameron's environmental background as well as technical data management and GIS experience allow him to work directly with the environmental reporting and data components to ensure efficient and effective reporting and deliverables. He is also an educator and has conducted field training with indigenous communities in the province as well was taught water management in both a formal classroom and field setting. Cameron will lead/oversee field studies and the vegetation reporting.

Melanie Myden: M. Sc. P. Geol. – Senior Hydogeologist - Melanie has over 15 years of professional experience and specializes in water quality analysis and assessments and has extensive experience and understanding of the AB Surface Water Quality Guidelines, Tier 1 and 2 Guidelines and the AB Wetlands Policy. Melanie leads efforts, beginning at the planning phase, to develop comprehensive water quality monitoring plans that meet client and regulatory requirements, while also ensuring the community and public needs are met. She is also experienced in coordinating and communicating relevant program status and potential issues with clients and regulatory agencies. Melanie manages, analyzes and reports on the water data for the program.

16.0 Project Human Resources & Financing

Section 16.1 Human Resource Estimates

Building off of the competencies listed in the previous section, please complete the table below. Add additional rows as necessary. This table must include **ALL staff involved** in the project, their role and the % of that staff's time allocated to this work plan. The AEP calculated amount is based on an estimate of $120,000/year for FTEs. This number cannot be changed. The OSM program recognizes that this is an estimate.

Table 16.1.1 AEP

Add an additional AEP Staff member by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table. The total FTE (Full Time Equivalent) is Auto Summed (in Table 16.2.1) and converted to a dollar amount.

Name (Last, First)	Role	% Time Allocated to Project
Click or tap here to enter text.	Click or tap here to enter text.	0%

Table 16.1.2 ECCC

Add an additional ECCC Staff member by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table. The total FTE (Full Time Equivalent) is Auto Summed in Table 16.2.2

Name (Last, First)	Role	% Time Allocated to Project
Click or tap here to enter text.	Click or tap here to enter text.	0%

The tables below are the financial tables for Alberta Environment & Parks (AEP) and Environment & Climate Change Canada. All work plans under the OSM Program require either a government lead or a government coordinator.

Section 16.2 Financing

The OSM Program recognizes that many of these submissions are a result of joint effort and monitoring initiatives. A detailed "PROJECT FINANCE BREAKDOWN" must be provided using the Project Finance Breakdown Template provided, accessible here (ctrl + click the link below). Please note that completion of this Project Finance Breakdown Template is mandatory and must be submitted along with each workplan.

PROJECT FINANCE BREAKDOWN TEMPLATE (CTRL+CLICK HERE)

Table 16.2.1 Funding Requested BY ALBERTA ENVIRONMENT & PARKS

Organization – Alberta Environment & Parks ONLY	Total % time allocated to project for AEP staff	Total Funding Requested from OSM
Salaries and Benefits *(Calculated from Table 16.1.1 above)*	**0.00%**	**$0.00**
Operations and Maintenance		
Consumable materials and supplies		$0.00
Conferences and meetings travel		$0.00
Project-related travel		$0.00
Engagement		$0.00
Reporting		$0.00
Overhead		$0.00
Total All Grants *(Calculated from Table 16.4 below)*		**$279,896.00**
Total All Contracts *(Calculated from Table 16.5 below)*		**$0.00**
Sub- TOTAL *(Calculated)*		**$279,896.00**
Capital*		$0.00
AEP TOTAL *(Calculated)*		**$279,896.00**

* The Government of Alberta Financial Policies (*Policy # A600*) requires that all **capital asset** purchases comply with governmental and departmental legislation, policies, procedures, directives and guidelines. **Capital assets** (*Financial Policy # A100*, Government of Alberta, January 2014) are tangible assets that: have economic life greater than one year; are acquired, constructed, or developed for use on a continuing basis; are not held for sale in ordinary course of operations; are recorded and tracked centrally; have a cost greater than $5,000.

Some **examples of capital asset equipment include:** laboratory equipment, appliances, boats, motors, field equipment, ATV's/snowmobiles, stationary equipment (pier/sign/weather), fire/safety equipment, pumps/tanks, heavy equipment, irrigation systems, furniture, trailers, vehicles, etc. (*Financial Policy # A100*, Government of Alberta, January 2014).

Table 16.2.2 Funding Requested BY ENVIRONMENT & CLIMATE CHANGE CANADA

Organization – Environment & Climate Change Canada ONLY	Total % time allocated to project for ECCC staff	Total Funding Requested from OSM
Salaries and Benefits FTE *(Please manually provide the number in the space below)*		
Salaries and Benefits		$0.00
Operations and Maintenance		
Consumable materials and supplies		$0.00
Conferences and meetings travel		$0.00
Project-related travel		$0.00
Engagement		$0.00
Reporting		$0.00
Overhead		$0.00
ECCC TOTAL *(Calculated)*		**$0.00**

* ECCC cannot request capital under the OSM program. Any capital requirements to support long-term monitoring under the OSM program should be procured by Alberta and captured in that budget table.

Table 16.3

Complete ONE table per Grant recipient.

Add a Recipient by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table. The total of all Grants is Auto Summed in Table 16.2.1

GRANT RECIPIENT - ONLY: Name	Kimberly Desjarlais
GRANT RECIPIENT - ONLY: Organization	Conklin Resource Development Advisory Committee
Category	**Total Funding Requested from OSM**
Salaries and Benefits	$118,477.00
Operations and Maintenance	
Consumable materials and supplies	$65,326.00
Conferences and meetings travel	$0.00
Project-related travel	$13,350.00
Engagement	$24,000.00
Reporting	$45,530.00
Overhead	$13,213.00
GRANT TOTAL *(Calculated)*	**$279,896.00**

Table 16.4

Complete ONE table per Contract recipient.

Add a Recipient by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table. This section is only to be completed should the applicant intend to contract components or stages of the project out to external organizations. The total of all Contracts is Auto Summed in Table 16.2.1

CONTRACT RECIPIENT - ONLY: Name	Click or tap here to enter text.
CONTRACT RECIPIENT - ONLY: Organization	Click or tap here to enter text.
Category	**Total Funding Requested from OSM**
Salaries and Benefits	$0.00
Operations and Maintenance	
Consumable materials and supplies	$0.00
Conferences and meetings travel	$0.00
Project-related travel	$0.00
Engagement	$0.00
Reporting	$0.00
Overhead	$0.00
CONTRACT TOTAL *(Calculated)*	**$0.00**

Table 16.5 GRAND TOTAL Project Funding Requested from OSM Program

The table below is auto calculated, please do not try to manually manipulate these contents.

Category	Total Funding Requested from OSM
Salaries and Benefits ***Sums totals for salaries and benefits from AEP and ECCC ONLY***	$0.00
Operations and Maintenance	
Consumable materials and supplies *Sums totals for AEP and ECCC ONLY*	$0.00
Conferences and meetings travel *Sums totals for AEP and ECCC ONLY*	$0.00
Project-related travel *Sums totals for AEP and ECCC ONLY*	$0.00
Engagement *Sums totals for AEP and ECCC ONLY*	$0.00
Reporting *Sums totals for AEP and ECCC ONLY*	$0.00
Overhead *Sums totals for AEP and ECCC ONLY*	$0.00
Total All Grants (from table 16.2.1 above) *Sums totals for AEP Tables ONLY*	$279,896.00
Total All Contracts (from table 16.2.1 above) *Sums totals for AEP Tables ONLY*	$0.00
Sub- TOTAL	$279,896.00
Capital* *Sums total for AEP*	$0.00
GRAND PROJECT TOTAL	$279,896.00

Some **examples of capital asset equipment include:** laboratory equipment, appliances, boats, motors, field equipment, ATV's/snowmobiles, stationary equipment (pier/sign/weather), fire/safety equipment, pumps/tanks, heavy equipment, irrigation systems, furniture, trailers, vehicles, etc. (*Financial Policy # A100*, Government of Alberta, January 2014).

17.0 FINANCIAL MANAGEMENT

The OSM Program reserves the right to reallocate project funding during the current fiscal year on the basis of project performance and financial overspend or underspend.

☒ *Please check this box to acknowledge you have read and understand*

In the space below please describe the following:

- *Discuss how potential cost overruns and cost underruns will be managed.*
- *If this is a continuing project from last year, identify if this project was overspent or underspent in the previous year and explain why.*
- *Describe what risks and/or barriers may affect this project.*

The Conklin Wetland team will manage with attention to detail on quality, scope, schedule and costs. Higher Ground Consulting manages timesheets and expenses through the Unanet Project Management Software System, which tracks hours per human resource and costs. Time is entered on a weekly basis to track workscope and budget. Due to COVID the project did not run as planned in 2020/2021. For the year 2019/2020, the project was under budget due to the timing of the approval and release of funds one project field trip was deemed unneeded. Risks relating to scope and budget include: COVID 19 and hesitancy of community members to participate in groups for field work. Significant inclement weather could reduce community participation, increase standby days and reduce productivity.

18.0 Alternate Sources of Project Financing – In-Kind Contributions

Table 18.1 In-kind Contributions

Add an In Kind Contribution by clicking on the table and then clicking on the blue "+" symbol on the bottom right side of table.

DESCRIPTION	SOURCE	EQUIVALENT AMOUNT ($CAD)
Click or tap here to enter text.	Click or tap here to enter text.	$0.00
	TOTAL	**$0.00**

19.0 Consent & Declaration of Completion

Lead Applicant Name

Kimberly Desjarlais

Title/Organization

Conklin Resource Development Advisory Committee

Signature

Kimberly Desjarlais

Date

2021-10-05

Government Lead / Government Coordinator Name (if different from lead applicant)

Click or tap here to enter text.

Title/Organization

Click or tap here to enter text.

Signature

Click or tap here to enter text.

Date

Click or tap to enter a date.

PROGRAM OFFICE USE ONLY

Governance Review & Decision Process

this phase follows submission and triggers the Governance Review

TAC Review (Date):

Click or tap to enter a date.

ICBMAC Review (Date):

Click or tap to enter a date.

SIKIC Review (Date):

Click or tap to enter a date.

OC Review (Date):

Click or tap to enter a date.

Final Recommendations:

Decision Pool:

Choose an item.

Notes:

Click or tap here to enter text.

Post Decision: Submission Work Plan Revisions Follow-up Process

This phase will only be implemented if the final recommendation requires revisions and follow-up from governance

ICBMAC Review (Date):

Click or tap to enter a date.

SIKIC Review (Date):

Click or tap to enter a date.

OC Review (Date):

Click or tap to enter a date.

Comments:

Decision Pool:

Choose an item.

Notes & Additional Actions for Successful Work Plan Implementation:

Click or tap here to enter text.