RESERVE LANDS AND ENVIRONMENT MANAGEMENT PROGRAM (RLEMP) FIRST NATION ENTRY REQUEST AND CAPACITY SELF-ASSESSMENT

PAW Number/Fiscal Year:
6978371 (2022-2023)

Purpose:
The self-assessment questionnaire will assess a First Nation's eligibility and readiness to participate in the Reserve Lands and Environment Management Program and determine the First Nation's capacity needs for managing land and natural resources activities under the *Indian Act*.

Generally, First Nations that would be considered RLEMP ready are those who:
- have a low General Assessment score;
- have not required expert resource support or a third party funding agreement manager or, if they have, can demonstrate effective measures taken to remedy the cause of the default;
- have provided the Department with consolidated audited financial statements in accordance with Canadian Accounting Standards;
- have or will be pursuing in the future economic development projects/activities; and
- have land management activity registered within the Indian Lands Registry.

Due Date:
Contact your Indigenous Services Canada (ISC) Regional Office.

Field Definitions:

Field	Definition
A. Applicant/Contact Information	
Recipient Name	Name of First Nation/Tribal Council requesting entry.
Recipient Number	The number assigned to the First Nation/Tribal Council.
Contact	
Given Name Family Name Title Mailing Address (Number/Street/Apartment/P.O. Box) City/Town Province/Territory Postal Code Telephone Number Facsimile Number Email Address	The name and contact information of the primary contact person in relation to the self-assessment. A valid postal code is in the upper case in the format A#A#A#. A valid telephone or facsimile number includes the 3 digit area code in the format ###-###-####. ¸ A valid email address may be in upper or lower case in the format a@a.a.
B. Experience with Land Administration under the *Indian Act*	
Land Management	

Field	Definition
1. What type of land management activities does your First Nation currently perform under the *Indian Act*? Registered in the Indian Lands Registry?	Confirm the types of land transactions/instruments that your First Nation is currently managing. - Permits - Leases - Individual Land Holdings - Other (explain)
2. Does your First Nation currently have a land manager? If No, is your First Nation planning to hire a land manager or obtain expertise from outside sources? Identify. If Yes, has your land manager participated in a land management training program (federal government, post-secondary, other)? If Yes, provide further information (education (degree), certificate, etc.):	Identify if your First Nation currently has an individual hired to perform land management activities on behalf of the First Nation. If no land manager, identify how the First Nation plans on managing land management activities (e.g., First Nation is in the process of hiring a land manager, or identify how outside expertise will be obtained and used). If yes, identify.
3. Has your land manager completed and administered any land management activities in the past five years? If Yes, identify (type, volume).	Identify land management activities such as land transactions/instruments or other land related projects that the First Nation has been conducting in the past five years. Clearly identify the type and volume of activity that has been conducted.
4. Does your First Nation have other resources and/or expertise from outside sources to manage land and environmental management activities (tribal council, law firm, consulting firm)? If Yes, list resources and provide a brief explanation of current education/experience.	Identify whether or not your First Nation has any outside resources being used to provide expertise or to manage land and environmental management activities. List the resources being used (for example, Tribal Council, law firm, consulting firm). A brief explanation and listing of current education and experience is required.
5. Is your First Nation able to respond to land management enquiries?	Confirm whether or not your First Nation currently has the knowledge and is able to respond to land management enquiries/questions.
6. Is your First Nation capable of negotiating all aspects of land transactions?	Confirm whether or not the First Nation is capable of completing the negotiation activities of land transactions. Examples would include: Ensuring fair market value; Reviewing appraisal information; Confirming if non-standard clauses within transaction templates require review by legal.

Field	Definition
7. Does your First Nation use standard forms, agreements and document templates developed by Indigenous Services Canada for use in the management of reserve lands and the creation of legal interests (land transactions) under the *Indian Act*?	Confirm whether or not the First Nation is using standard templates developed and approved by Indigenous Services Canada for the creation of legal interests (land transactions) under the *Indian Act*.
8. Does your First Nation have a land office with: - Plans/maps - Land management records - Storage/filing system that is secure from fire and water damage and from theft or tampering	Confirm whether or not your First Nation currently has in their possession: maps/plans for reserve lands, land management records outlining activities/interests held by First Nation members or on reserve lands. Confirm if the First Nation has adequate storage/filing systems for securing land management interests and documentation.
9. Does your First Nation have access to and knowledge of the Indian Lands Registry System (ILRS)?	Confirm whether or not the First Nation has access to the Indian Lands Registry System (ILRS) and individual(s) with the knowledge to conduct research within the system

Environmental Management

Field	Definition
10. Does your community have an Environmental Manager or a person responsible for environmental management activities?	Confirm whether or not the First Nation has an Environmental Manager or person(s) responsible for environmental management activities on reserve.
11. Does your First Nation have an environmental management plan/strategy (Community Environmental Sustainability Plan, Environmental Management Action Plan)?	Confirm whether or not the First Nation has an environmental management plan/strategy (also known as Community Environmental Sustainability Plan or Environmental Management Action Plan) outlining the key environmental responsibilities, policies and processes of the community.
12. Is there a process in place for managing non-compliance with environmental terms and conditions in land transactions?	Confirm whether or not your First Nation has a process/plan for managing non-compliance (breach) of environmental terms and conditions found within land transactions/instruments.
13. Does your First Nation have knowledge of the environmental requirements prior to the issuance of land management transactions (i.e., environmental assessments, environmental site assessments, environmental audits)?	Confirm whether or not your First Nation has the knowledge of environment requirements on reserve prior to the issuance of land transactions/instruments e.g., environmental assessments, environmental review process, etc.

C. Pursuing Economic Development Opportunities

Field	Definition
14. Does your First Nation have a land use plan? If Yes, describe how your community has progressed in implementing your plan (short and long term goals, plan approval date, human resources used to implement plan).	Confirm whether or not your First Nation has a land use plan in place. Provide details related to the implementation plan, last approval date/update of plan and details related to resources used to implement the land use plan.
15. Does your First Nation have an economic development plan? List and describe any current and future economic development activities (construction, natural resources, tourism, casino, industrial, etc.) that are being pursued on reserve.	Confirm whether or not your First Nation has an economic development plan in place. Provide details related to current and future economic development activities being pursued on reserve.
16. Does your First Nation have an economic development officer?	Confirm whether or not your First Nation has an economic development officer.
17. Has your economic development officer completed economic development training (post-secondary, professional certification)? If Yes, provide further information (degree, certification, qualifications, etc.).	Confirm whether or not the First Nation's economic development officer has received training/certification. Provide details concerning qualification, type of degree or certification.

D. Conclusion

Provide any further information that relates to why your community would be successful in the Reserve Lands and Environmental Management Program. Attach additional pages as required.	Provide a summary of any further information that relates to how the First Nation will be successful in the Reserve Lands and Environment Management Program (for example, future goals of the First Nation related to building capacity in land and environmental management and/or the First Nation's vision for future economic development on reserve).

Supporting Documents (if applicable)

This table allows you to identify the supporting document(s) being submitted and the method of submission.	
Title	Enter the name of the supporting document.

Field	Definition
Submission Method	From the drop-down list, select the method by which additional documents will be submitted. The options include: - Attachment - Email - Facsimile - Mail - By Hand/Courier If you select 'Attachment' as the submission method, an 'Attach File' button will appear. Selecting this button allows you to select a file that will be attached to the report. After attaching the file you can click on the paper clip icon on the left side of the Adobe application to see the attached file. Once the file is attached, the "Attach File" button changes to "Remove File". To remove the file only, select this button. To clear all fields for a single document and remove the associated file, select the [-] button.
Declaration	
Given Name Family Name Title Date (YYYYMMDD)	The given name, family name and position title of the person who acknowledged the accuracy of the information, and the date on which it was completed. Dates are in the format of 'Year Month Day'.