

Sincerely,

A handwritten signature in black ink, appearing to read "Stephanie Briscoe". The signature is written in a cursive, flowing style with a large initial 'S'.

Stephanie Briscoe
Executive Director

Attachments: June 4, 2007 NIRB Letter to Wolfden
 June 14, 2007 NIRB Letter to Distribution Extending Deadline
 June 28, 2007 NIRB Participant Funding Guide

cc: Honourable Jim Prentice, Minister INAC
 Distribution List



June 4, 2007

Mr. Andrew Mitchell, Project Manager
Wolfden Resources Inc.
401-1113 Jade Court
Thunder Bay, Ontario, P7B 6M7

Via fax: (807) 345-0284

Via email: andrew.mitchell@wolfdenresources.com

Re: Wolfden Resources High Lake Mine Project Proposal ('project')

Dear Mr. Mitchell:

The Nunavut Impact Review Board (NIRB or Board) would like to acknowledge the letter dated May 30, 2007, from the Honourable Jim Prentice, Minister of INAC to the NIRB. In that letter, Minister Prentice has directed the Board to do several things, including:

- Conduct a Part 5 Review of the Wolfden project;
- Assess Intervener Funding needs;
- Consult and finalize scope.

To move this project forward, the Board has commenced its review of this project by making the following procedural decisions:

- First, in accordance with the instructions in this letter, and to carry out the Part 5 Review, the Board anticipates a Technical Meeting and Pre-Hearing Conference (PHC) to be scheduled approximately by **August 1, 2007**.
- Second, in preparation for the PHC meeting, the Board will be sending staff into the communities of Kugluktuk, Taloyoak, Gjoa Haven, Kugaaruk, Umingmaktok, Bathurst Inlet, and Cambridge Bay, to: (a) advise them of the Minister's decision and NIRB's response, and (b) to seek citizens' comments regarding the scope of this project.
- Third, by copy of this letter to all federal agencies, and based on the Minister's instructions, NIRB is also asking these agencies for their views on the *proposed Scope of Project*. Please see the attached document, Appendix A - NIRB's Assessment of the Wolfden High Lake Project. This document has been developed through the commenting process by the NIRB and interested parties and includes all comments received to date on the scope of this project.
- For the information of all parties, the proposed scope will be the basis for NIRB community consultations referred to above, as well as the basis for final comments on the project scope by any agency. Once the Scoping is finalized by NIRB, the Board believes the most efficient

way to ensure the coordination of federal environmental assessment processes is for INAC, as the key federal authority, to concur with the Scope set by NIRB. NIRB believes this is consistent with previous comments made by INAC. The final deadline for Scoping comments is **June 25, 2007**.

Further, the Board would like parties who seek Intervener Funding to provide reasons for such funding, including an explanation of the following:

- How they have attempted to pool resources with parties of similar interests;
- How they are not the subject of additional funding (e.g. government funding);
- How their contribution is unique;
- How their contribution meets the goals of the NLCA (e.g. s. 12.2.5); and
- Other criteria that the Board will forward shortly.

The deadline for these intervener funding requests is also **June 25, 2007**.

Previously, NIRB provided an opportunity for parties and the public to comment on the adequacy of Wolfden's project submission to meet the requirements of an impact statement under Article 12.5.2 and NIRB's Ten Minimum EIS requirements. All comments received to date can be found on the NIRB ftp site at:

http://ftp.nunavut.ca/nirb/NIRB_SCREENINGS/ACTIVE_SCREENINGS/06MN082-Wolfden_High_Lake/1-SCREENING/02-DISTRIBUTION/COMMENTS/ .

Generally, NIRB agrees that the proponent's project proposal qualifies as a *draft* EIS (DEIS) subject to the following prerequisites:

- Receipt of residents' comments and NIRB's final decision on Project Scope (NIRB's decision is expected one week after the deadline for final scoping comments), and
- Wolfden providing supplemental information to address deficiencies previously identified by parties through the commenting process. Parties will then have the opportunity to review any supplemental information submitted by Wolfden.

Once Wolfden provides the additional information to the satisfaction of the Board and the scope is finalized, the Board intends to waive the preparation of EIS Guidelines and enable Wolfden to file the revised project proposal as a *draft* EIS. Once NIRB has accepted the draft EIS, the Board will then set the Technical Meeting/PHC date for what we anticipate should be around August 1, 2007. The results of that meeting, subject to the Board's directions and Wolfden's ability to respond, will be the decision to file a Final EIS (FEIS). Again, once NIRB has accepted the FEIS, only then will they set the date for the final hearing. It is anticipated at this time that this will occur 90 days following acceptance by NIRB. If all goes well, and this is subject to Wolfden meeting the above-noted requirements, the final hearing could take place in November 2007.

On one other matter, the Minister asked the Board to appoint a Senior official to work with INAC and the CEA Agency to develop a practical means to carry out federal EA requirements, through the NIRB process. To NIRB this means there will be no duplicate reports and no duplication of process. The Board welcomes this direction and in fact has already directed its Executive Director to set up meetings with these officials to ensure that this project is reviewed in both a fair and timely manner, thereby meeting the Minister's expectations.

If you have any questions, please do not hesitate to contact me at 867 983-4603, or sbriscoe@nirb.nunavut.ca.

Yours truly,

A handwritten signature in black ink, appearing to read 'Stephanie Briscoe', enclosed within a circular scribble.

Stephanie Briscoe
Executive Director

Attachments: Appendix A - NIRB's Assessment of the Wolfden High Lake Project

Cc: The Honourable Jim Prentice, PC, QC, MP
The Honourable Gary Lunn, PC, MP
The Honourable Loyola Hearn, PC, MP
The Honourable Lawrence Cannon, PC, MP
The Honourable Paul Okalik
Mr. Paul Kaludjak
Mr. Jean-Claude Bouchard
Wolfden High Lake Distribution List

APPENDIX A
NIRB's Assessment of the Wolfden High Lake Project

Based on Nunavut Land Claims Agreement (NCLA) and the Nunavut Impact Review Board's 10 minimum Environmental Impact Statement (EIS), the following lists present the Nunavut Impact Review Board's (NIRB) guidelines for an EIS.

A) Nunavut Land Claims Agreement – Article 12 (Section 12.5.2 a through j)

- a) project description, including the purpose and need for the project;
- b) anticipated ecosystemic and socio-economic impacts of the project;
- c) anticipated effects of the environment on the project;
- d) steps which the proponent proposes to take including any contingency plans, to avoid and mitigate adverse impacts;
- e) steps which the proponent proposes to take to optimize benefits of the project, with specific consideration being given to expressed community and regional preferences as to benefits;
- f) steps which the proponent proposes to compensate interests adversely affected by the project;
- g) the monitoring program that the proponent proposes to establish with respect to ecosystemic and socio-economic impacts;
- h) the interests in lands and waters which the proponent has secured, or seeks to secure;
- i) options for implementing the proposal; and
- j) any other matters that NIRB considers relevant.

B) NIRB's 10 minimum EIS Requirements:

1. Statement of Consultation Principles and Practices

Pre-project consultations with locally affected persons must meet or exceed usual consultation practices in Canada. When at all possible, information about the project must be distributed and comments collected with a view to resolving any differences. Discussions should include, but not be limited to, land uses, policies, resource uses, archaeological areas, infrastructure, and terrain sensitivities. Inuit cultural concerns must be highlighted throughout. All comments from the public must be summarized, documented, and presented in the EIS.

2. Definition of Project

A definition of the project must include a discussion of any connected or down the- road related projects in order to reveal the primary purpose and better understand complex or multi-staged related proposals.

3. Statement of Project's Purpose

Based on the concepts of the precautionary principle and sustainable development, an EIS must contain a statement explaining the need for, and the purpose of the project. Where further economic development is needed for a given area, the Board expects the deficiencies in the economic status quo to be stated.

4. Anticipated Impacts Analysis

A comprehensive impact assessment must be carried out which includes, but is not limited to, environmental effects that are likely to result from the project in combination with other projects or activities that have been, or will be, carried out. Anticipated impacts include short and long-term, direct and indirect, positive and negative, cumulative, socio-economic, archaeological and cultural impacts. This element of the EIS must include a mitigation analysis that explains how the impacts could be avoided, minimized, cured, eliminated, or compensated.

5. Cumulative Effects Analysis (CEA)

Cumulative effects must be analyzed for all Part 5 Reviews. A project proposal causes a cumulative effect if, when added to other projects in the region, or projects reasonably foreseeable in the region, will cause an additive effect. A comprehensive examination of all cumulative effects must be included in an EIS.

6. Significant Effects Analysis

The Board must be advised of the significant impacts of the project. This should be based upon:

- a. the project setting, taking into account the location's unique ecosystemic characteristics; and,
- b. the severity of the impacts, taking into account public health, land use plans, protected areas, habitat, or species, public concern, etc.

Ultimately, the Board will decide which effects are significant and report to the Minister accordingly.

7. Project Alternatives

This requirement includes, but goes well beyond, alternative means of carrying out the project that might be economically and technically feasible and the environmental effects of those alternative means. This assessment must include the "no-go" or "no-build" alternative, as well as the "preferred" alternative. The "no-go" alternative is not only a potentially stand-alone option; it also serves as a baseline for comparison with other development alternatives that might reasonably be proposed in the circumstances.

8. Sustainability Analysis

The EIS must contain an analysis of the ability of renewable resources affected by the project to sustain current and future generations in Nunavut and Canada.

9. Monitoring or Post-Project Analysis (PPA)

The purposes of a PPA are to:

- a. measure the relevant effects of projects on the ecosystemic and socioeconomic environments of the Nunavut Settlement Area;
- b. determine whether and to what extent the land or resource use in question is carried out within the predetermined terms and conditions;
- c. provide the information base necessary for agencies to enforce terms and conditions of land or resource use approvals; and,
- d. assess the accuracy of the predictions contained in the project impact statements.

10. Transboundary Effect Analysis

Where relevant, an EIS must include an assessment of all significant adverse ecosystemic or socio-economic trans-boundary effects.

11. Any other matters deemed necessary such as (based on Parties' comments):

- i. the environmental effects of malfunctions of accidents that may occur in connection with the project, at any stage; and mitigation measures to help lessen any potential impacts;
- ii. an evaluation of specific measures that are technically and economically feasible and that would mitigate any significant adverse environmental effect of the project;
- iii. an evaluation, including proposed mitigation, potential design strategies, and determination of significance, of the environmental effects of any changes to the project that may be caused by a change in the environment; and,
- iv. the need for and requirements of any follow-up program with respect to the project, in order to verify the accuracy of the environmental assessment of the project and determine the effectiveness of mitigation measures taken to mitigate adverse environmental effects.

Initial Review of the Wolfden High Lake Project Proposal on the Adequacy of the Project Proposal as an Impact Statement

The Wolfden High Lake Project Proposal (High Lake) was submitted to NIRB in November 2006. Wolfden requested that the project proposal submitted be considered as an environmental impact statement (EIS) pursuant to section 12.5.2 of the NLCA. The documents were provided to Parties and it was requested from Parties to provide comments on the scope of the project proposal, from the perspective of each Party's jurisdiction, whatever that may be, without prejudging a Minister's decision on the project. NIRB requested that Parties use the Wolfden's Terms of Reference as the basis of the scoping comments. The following section provides the scoping of the project proposal based on an internal review of the project and on all comments from Parties.

High Lake Project Proposal Components

The following is a description of the physical works, undertakings in relation to those works and physical activities that constitute the High Lake Project Proposal. These components of the Project Proposal have the potential to cause significant adverse effects on the ecosystem, wildlife, or Inuit harvesting activities.

- a. **Gray's Bay Dock**, temporary components including:
Two barge landing sites; mooring points; construction camp; fuel/oil storage; fuel dispensing and uploading; maintenance garage; power generation; lay down area; and explosives and detonator storage.
- b. **Gray's Bay Dock**, operational components including:
Quarry and borrow sources; dock (concrete superstructure) and dredging activities, including the degree and extent of dredging; lay down areas (dock and container); equipment, concentrate storage; fuel/oil tank farms; fuel dispensing and uploading; maintenance garage; office complex; power generation; waste water holding tank; potable water storage tank; roads and utility lines; explosives and detonator storage; permanent accommodation; water and waste treatment facilities; water, waste and sediment management structures; communication lines; helicopter pad; infrastructure and equipment used to load and unload ships.
- c. **Mobilization and Shipping** including:
Vessel and routing options and mobilization of equipment and supplies; ice breaking activities.
- d. **Winter Road from Gray's Bay to High Lake Mine Site** including:
Earthmoving, excavation, and grading; water withdrawal; navigable water crossings; and temporary camps used to construct the road.
- e. **All Weather Road from Gray's Bay to High Lake Mine Site** including:
Waterway and/or diversion structures; infilling; navigable water crossings; quarry and borrow sources; temporary explosives magazine(s); laydown and granular stockpile areas; temporary camp(s) used to construct the road.
- f. **Sand Lake Airstrip** including:

1450 m airstrip with future expansion to 2000 m; construction camp, tank farm; generators; wastewater treatment; freshwater intake; all associated navigational aids and infrastructure.

g. **High Lake Mine Site** including:

A/B Zone (pit and underground); D Zone (pit and underground); West Zone (underground); permafrost management; mineral processing; power generation; mine site roads and utilities; ore storage; backfill stockpile; waste rock storage; tailings impoundment; tailings line and emergency catch basins; water, waste and sediment management structures; lime dosing; water supply; camp(s); buildings; lay-down area; sewage; solid waste management; landfill; landfarm; incinerator; fuel storage; explosives storage and manufacture including packaging facilities and magazines and support facilities to be included in a “licensed factory”; quarrying and borrow sources; workforce; stream flow diversions and alternative watercourses; and alterations to watercourses.

h. **Borrow Sources** including:

Quarries, gravel pits and waste rock piles; equipment and activities related to stripping, excavation and crushing of aggregate; stockpiles; access roads; and waste rock and debris.

Scoping List for the Wolfden High Lake Project Proposal

Given the Project Proposal components listed above in a-h, the following issues and concerns were identified that should be considered and assessed in a review, relative to the Proposed Project. Please note that the following includes comments received from parties on January 12, February 9, and March 19, 2007.

Project Design

- Geology of the entire Project footprint
- Mine/Quarry design and construction
- Solid Waste Management
- Closure and reclamation planning and estimates for security
- Effect of climate change on the project design including mine waste management
- Effect of thermal status of High Lake on general containment strategy
- Effects of the environment on the Project
- Spatial scope of the environmental effects assessment encompassing the Project footprint
- Temporal scope of the environmental effects assessment associated with the Project corresponding to the anticipated lifespan of the works associated with the Project
- Construction, operation and decommissioning of proposed explosives mixing and/or packaging facilities and magazines and support facilities to be included in a “licensed factory” to be located at the mine site as defined by the *Explosives Act*
- All navigable water crossings along the winter and all-season roads, facilities and infrastructure at or in Grays Bay, and various structures associated with the development of the mine site and processing facilities
- Alternatives to, and alternative means of the Project

Atmosphere including climate change, air quality and noise factors

- Uncertainty related to climate change predictions

- Effect of climate change on the environment
- Effect to air quality due to changes in concentrations of air contaminants from project activities including potential increased levels of dust, acid and nitrogen that may be deposited to the landscape from release of particulate matter and gaseous emissions from project activities
- Increased atmospheric noise levels from project activities at the mine site, Gray's Bay dock and along the all season road
- Increased marine noise levels from project activities at Gray's Bay dock

Hydrology and Hydrogeology

- Changes in surface water quantity (lake levels, stream levels, stream flows) from project activities such as dam construction, water withdrawal, water deposition in High Lake, impoundments around High Lake, and water diversions of various lakes
- Changes in flows and levels of streams from diversion of streams
- Changes in quantity and direction of runoff and a change in channel regimes from construction and operation of mine facilities
- Changes in groundwater quantity and flow from underground mining in West Zone ore deposit
- Changes to groundwater quantity due to deep groundwater connection between proposed tailings impoundment area and the Kennarctic River
- Potential for acid rock drainage (ARD)-related alteration of groundwater during underground mining below permafrost in the West Zone
- Changes to navigability of watercourses

Groundwater Quality

- Changes in groundwater quality from underground mining in West Zone ore deposit
- Changes to groundwater quality due to deep groundwater connection between proposed tailings impoundment area and Kennarctic River
- Changes in groundwater quality from deposition of tailings and mine inflows into High Lake
- Changes in groundwater quality from closure and post closure of the open pits and underground mines

Surface Water and Sediment Quality

- Changes in surface water quality and sediment quality in surrounding lakes and watercourses from runoff from the High Lake mine site and the all season road
- Changes in water quality in Kennarctic River from permanent diversions of water from one basin to another
- Effects to surface freshwater quality as a result of the deposition of tailings and mine inflows into High Lake, ARD from waste rock and ore stockpiles, nutrient input from blasting and sewage treatment, suspended sediment as a result of construction activities, and accidents and malfunctions
- Effects of seepage from High Lake, during operations and after closure, as a result of shallow seepage (through or under the proposed dams), and deep groundwater movement (taliks), on the Kennarctic River, Granite Lake (L4) and Lake L15
- Changes to sediment characterization and water quality in the Kennarctic River from discharge of High Lake water to the Kennarctic River during dam construction and by various subsequent releases during mine operations and closure activities

Freshwater Aquatic Organisms (including fish as defined in the *Fisheries Act* and aquatic species at risk) and Habitat

- Effect on freshwater fish and aquatic life from any changes to surface and ground water quality, quantity or physical habitat that results from the construction, operation, maintenance or reclamation of the project (as defined in the High Lake Project Proposal Components, items a through h)
- Direct or indirect changes to fish, fish habitat, aquatic life and aquatic species at risk due to project activities

Marine Water and Sediment Quality Factor

- Effect on marine water quality and sediment quality from activities in the marine environment at the Gray's Bay dock during construction, operations, and through activities associated with shipping
- Effect on marine water and sediment quality from onshore activities

Marine Fish and Fish Habitat

- Direct or indirect changes to marine fish and marine fish habitat from project activities at Gray's Bay, including those causing sedimentation, turbidity, or accidental spills
- Effects on marine fish and marine fish habitat from blasting, construction and operation
- Effects on marine fish and marine fish habitat from proposed shipping routes

Marine Mammals and Marine Habitat

- Effect on marine mammals in Gray's Bay from project activities in Gray's Bay dock
- Effect on marine mammals in Grays' Bay from project activities in Gray's Bay area
- Effect on marine mammals due to proposed shipping routes
- Direct or indirect changes to the marine environment and marine habitat as a result of the proposed shipping activities

Wildlife and Wildlife Habitat

(including but not limited to: species at risk and migratory birds, polar bear and caribou habitat, Critical Wildlife Areas, Migratory Bird Sanctuaries, key marine habitat sites for migratory birds, important bird area sites, International Biological Programme sites, Wildlife Areas of Special Interest, and Protected Areas)

- Effect on wildlife behaviour, distribution, and abundance from direct and indirect loss of habitat from presence of infrastructure, project activities, and sensory disturbance
- Effect on wildlife population size from direct mortality to wildlife from project activities including all season road construction and operation
- Effect on health of individual animals and wildlife abundance from project activities that release contaminants
- Effect of shipping activities on sensitive wildlife and wildlife habitat
- Effects on musk-oxen, moose, and wolves due to project activities
- Effects on bearded seal as a result of shipping and activities associated with the dock facility at Gray's Bay

- Effects on the Bathurst caribou, Dolphin and Union caribou, and Peary caribou due to project activities and potential cumulative effects with other past, present and reasonably foreseeable projects in the area
- Changes to the migration of the Dolphin and Union caribou due to potential interaction of the project, including timing of shipping and changes to ice regimes
- Changes to the movement of the Peary Caribou across the Peel Sound, Franklin Strait and Bellot Strait coinciding with the timing of shipping and changes to ice regimes as a result of ice breaker supported shipping
- Effect on migratory birds as a result of habitat loss and disturbance at the proposed site facilities, roads, airstrip, dock and shipping routes
- Potential disturbance to waterfowl and seabirds nesting in coastal areas along the proposed routes as a result of wake effects

Landforms and Soils

- Effect on abundance and distribution of uncommon or valuable landforms associated with soils from surface disturbances during construction, including all season road construction as well as operational mining activity
- Effect on stability, abundance and distribution of permafrost sensitive landforms from surface disturbance activities during construction, including all season road construction as well as operational mining activity
- Potential shoreline erosion as a result of wake effects and related water quality and habitat disturbance impacts

Vegetation

- Effect on abundance and diversity of vegetation from project activities causing surface disturbance
- Effect on vegetation diversity from introduction of exotic invasive plants to the region
- Effect on vegetation health from dust and air emissions

Human and Ecological Health

- Effects on human health, through air quality, drinking water quality, atmospheric noise levels and traditional foods
- Potential impacts on worker health and safety, particularly with respect to working in explosives magazines and factories

Socio-Economic

- Socio-economic impact and benefit analysis
- Effect on socio-economic environment from employment, education and training, business opportunities, community economic development, infrastructure, royalties and taxes, social issues, community services, institutional capacity, renewable resources, and cultural sustainability
- Effect on health and community wellness

Archaeological

- Effect on archaeological resources from ground disturbing project activities

- Direct and indirect effect on archaeological resources from increased number of people using the area

Cumulative Effects

- Effect on direct or indirect wildlife habitat loss
- Effect on population levels of wildlife Valued Ecosystem Components (VECs) resulting from changes to distribution, abundance, and behaviour through direct habitat loss and indirect changes to habitat, and increased mortality
- Effect on distribution and abundance of marine mammals from shipping activities
- Effect on labour force and employment, business and contracting, training and education, drug and alcohol abuse, harvesting activities, and archaeology
- Comprehensive examination of the cumulative effects over a larger area on all VECs

Accidents and Malfunctions

- Risk from accidents, such as spills, and malfunctions of project components
- Hazardous materials handling and storage
- Dangerous Goods, Fuel and Explosives
- Emergency Response and Preparedness
- Occupational Health and Safety
- Natural hazards including: extreme weather events; natural seismic events; fire and slope instability

Transboundary Effects

- Transboundary effects due to the proposed shipping route

Traditional Knowledge

- Definition of TK
- Methodology used to collect TK
- Format used to communicate with communities
- Composition of participants
- Location and type of information provided
- Summary of the TK collected
- How TK used in different stages of project preparation
- How past TK used in the preparation of the project

Monitoring/Post Project Analysis

- Effectiveness of measures taken to mitigate adverse environmental impacts
- Verification of predictions made in impact statements
- Closure and reclamation planning and estimates for security

Nunavut Water Board
Nunavut Impact Review Board

Participant Funding Guide

Guide Overview

Purpose of this guide

This guide has been prepared by the Nunavut Water Board (“NWB”) and the Nunavut Impact Review Board (“NIRB”) to provide:

- an overview of the objectives and operations of Participant Funding for hearings of the NWB and reviews of the NIRB; and
- step-by-step guidance on applying for participant funding.

Focus of guide

This guide aims at providing greater consistency, clarity and transparency during the review of applications and the allocation of funds.

Intended users of this guide

This guide is intended for individuals and organizations interested in applying for participant funding in a NWB hearing or NIRB review.

Contents of this guide

This guide contains the following main parts:

[Part 1. Overview of Participant Funding](#)

[Part 2. How to Complete Your Application Form](#)

Contact

For additional information about Participant Funding or the application form, please contact:

Executive Director
Nunavut Water Board
Box 119
Gjoa Haven NU X0B 1J0
Tel: (867) 360-6338
Fax: (867) 360-6369
Email: exec@nwb.nunavut.ca

or Executive Director
Nunavut Impact Review Board
Box
Cambridge Bay NU X0B
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Fax : (867) 983-
Email: sbriscoe@nirb.nunavut.ca

Part 1. Overview of the Participant Funding

Part 1 of the guide presents an overview of the objectives and operations of Participant Funding.

[1.1 What Is Participant Funding?](#)

[1.2 When Is Funding Available?](#)

[1.3 Who Is Eligible for Funding?](#)

[1.4 What Expenses May Be Funded?](#)

[1.5 How Does the Program Work?](#)

1.1 What Is Participant Funding?

Description of Participant Funding

Participant Funding supports public participation in hearings of the NWB and reviews of the NIRB. If available, it is administered by both the NWB and NIRB, as the case may be.

Funding may be made available to individuals and not-for-profit organizations interested in participating in NWB hearings and NIRB reviews. The funding can cover eligible expenses, such as travel costs and fees for experts, in support of their participation.

Limits to funding

The NWB or NIRB may provide financial contributions for a recipient's participation in NWB hearings and NIRB reviews. It is not meant to cover all expenses incurred by the participant throughout the process.

Funding is limited and not all applications will be successful. Interested parties seeking funding are encouraged to investigate other sources of funding from different organizations.

Benefits of public participation

Effective public participation can help ensure that public concerns and values are taken into consideration during the hearing or review processes.

Public participation can:

- provide interested persons and organizations with a fair opportunity to contribute to the planning of projects that may affect them;
- allow proponents and regulatory and review agencies to better understand and address public concerns and priorities;
- improve project planning;
- reduce the potential for adverse effects by identifying community knowledge and Aboriginal traditional knowledge that may be applied in the assessment of the project; and

- build greater public trust in the water licensing and hearing or review processes and in the decisions that come out of those processes.

Participant Funding is an important tool for promoting these benefits.

1.2 When Is Funding Available?

The Minister of Indian Affairs and Northern Development (the Minister) may decide to award participant funding on a project-by-project basis. Some of the factors that may be considered are the level of public concern, participants that may be directly impacted by the project, the scale and scope of the project, and the extent of anticipated regional and transboundary impacts.

Participant funding may be available when a project is undergoing:

- a review by NIRB pursuant to Article 12, Part 5 of the NLCA;
- a hearing of the NWB.

1.3 Who Is Eligible for Funding?

Parties eligible for funding

Individuals, Aboriginal organizations and incorporated not-for-profit organizations may apply for Participant Funding. Only parties who can demonstrate that they meet at least one of the following criteria will be eligible:

- have a direct, local interest in the project, such as living or owning property in, or using the project area;
- have community knowledge or Aboriginal traditional knowledge relevant to the environmental assessment; or
- plan to provide expert information relevant to the anticipated environmental effects of the project.

Parties ineligible for funding

Individuals and organizations are ineligible for Participant Funding if they:

- are the project's proponent or are one of its subsidiary or parent organizations, or have direct or indirect holdings in the proponent's organization;
- are a for-profit organization;
- have a direct commercial interest in the project; or
- represent another level of government, other than an Aboriginal government or a municipal government of Nunavut.

Note: Although these parties are ineligible for participant funding, they still may participate in the NWB hearing or NIRB review.

1.4 What Expenses May Be Funded?

Expenses eligible for funding

The following expenses may be considered for funding:

- travel expenses;
- local collection/distribution of information;
- professional fees;
- office supplies/telephone charges;
- rental of office space/meeting rooms;
- staff salaries;
- general media advertising/promotion; and
- purchase of information material.

In reviewing applications, the funding review Panel will give higher priority to expenses associated with:

- supporting the participation of local parties; and
- the provision of value-added expertise by other parties.

Expenses ineligible for funding

The program will not fund activities that duplicate services, studies or written materials being funded by other public or private sources. This includes information prepared by the responsible authority(ies), proponent, or, in the case of an assessment by a review panel, the review panel itself. In addition, general operations and maintenance expenses are not eligible for funding under the program.

Related guidance

For more detailed guidance on eligible expenses, see section [2.3 Step 3. Identification of the Funding Request](#).

1.5 How Does it Work?

Determination of funding level

The NWB or NIRB, as the case may be, will recommend to the Minister the total amount of participant funding that should be made available on a project by project basis. The Minister will decide on the total participant funding allocation for the project. Determining factors may include:

- the potential environmental effects of the project;
- the size and location of the project;
- the diversity of issues likely to be involved in the hearing or review;
- participant funding levels that may have been established for similar projects in the past; and
- available resources.

Public notice announcing funding

Once the NWB or NIRB have been advised of the amount of participant funding determined by the Minister, a public notice will announce the availability of funding. The notice provides the following information:

- a brief description of the project;
- the purpose of the participant funding;
- the phases for which funding will be made available (e.g., environmental assessment -such as scoping, guidelines preparation, etc.- licensing, etc.);
- the total amount of funding available;
- the role of the funding review Panel;
- the deadline for applications; and
- how to obtain application forms and information.

The notice is distributed to local media, and is made available on the NWB or NIRB Web or ftp site.

Timing for submitting funding application

An application form must be completed to apply for funding. The [application form](#) for the program is available in Annex A of this guide or from the NWB or NIRB web or ftp site. Applications which do not follow the prescribed application format may be rejected.

Establishment of funding review panel

A funding review panel (“Panel”) is established for each NWB hearing or NIRB review. The Panel, appointed either by the NWB or NIRB, usually consists of three individuals who have a fair knowledge of the project, are aware of the needs of interveners, and have no interests or stake in the project.

The Panel reviews all funding applications and recommends funding allocations.

Allocation of funding and announcement of awards

The Panel’s recommendations are forwarded to the Executive Director of the NWB or the NIRB, who will review them and make recommendations to the Minister of DIAND. As funds are limited, some applicants may not be awarded funding, or may be recommended for an award less than the amount for which they applied.

The NWB or NIRB informs all applicants of the funding decision within three days of that decision being communicated. The decision is distributed to all applicants, and is made available on the NWB or NIRB web or ftp site.

Administration of contribution agreement

All funding recipients must sign a contribution agreement. The contribution agreement:

- specifies the responsibilities of each party;
- identifies the nature of the work to be funded;
- specifies conditions for payment; and
- requires the recipient to be accountable for public funds received.

Under the contribution agreement, recipients may request an advance payment of up to 75 percent of their total funding award, based on their work plan and a cash flow forecast for the fiscal year period.

The contribution agreement also requires funding recipients to seek the approval of the NWB or NIRB before making any modifications to the original budget statements submitted with their applications.

Under the contribution agreement, recipients are also required to submit an audited financial statement for contributions greater than \$20,000, though DIAND reserves the right to request an audit on smaller contributions.

Part 2. How to Complete Your Application Form

Purpose of Part 2

Part 2 of the guide presents step-by-step directions for completing the application form for participant funding.

Contents of Part 2

This part contains the following sections:

[2.1 Step 1. Applicant Information](#)

[2.2 Step 2. Description of Proposed Activities](#)

[2.3 Step 3. Identification of the Funding Request](#)

[2.3.1 Expense Category Descriptions and Supporting Information Requirements](#)

[2.4 How and where to submit your application](#)

[2.5 Checklist for Completing the Funding Application Form](#)

Copy of the application form

For a copy of the application form, please refer to [Annex A](#).

2.1 Step 1. Applicant Information

Purposes of Step 1

The purposes of Step 1 are:

- to identify the applicant and the phase in the hearing or review for which funding is requested; and
- to establish that the applicant is eligible for participant funding.

Applicant information and certification

In Step 1 of the application form, identify yourself as either an individual or a representative of an organization.

Provide information on your organization to ensure that you are eligible for funding consideration. For example, please specify whether you applied or intend to apply for funds from other sources.

For information on who is eligible, please see section [1.3 Who Is Eligible for Funding?](#) in this guide.

You must also certify that the information is accurate to the best of your knowledge, and agree to allow the NWB or NIRB to provide copies of your application to members of the

funding review Panel. Please use the [certification form](#) provided in with the application form.

Identify your interest in the hearing or review

You must be able to demonstrate that you have at least one of the following:

- a direct, local interest in the project, such as a residence in the area or historical or cultural ties to the area likely to be affected by the project;
- community knowledge or Aboriginal traditional knowledge relevant to the hearing or review; or
- expert information relevant to the anticipated effects of the project.

You should provide sufficient information to support the statement.

2.2 Step 2. Description of Proposed Activities

Purposes of Step 2

The purposes of Step 2 are:

- to identify how the applicant proposes to contribute to the hearing or review; and
- to provide supporting information on the applicant's capacity to carry out the proposed activities.

Describe your proposed contribution to the hearing or review

In this section, provide a clear statement of why you want to participate in the hearing or review (e.g., the objectives of participation).

Describe the proposed activities for which funding is requested. A work plan may be a convenient way of summarizing these activities.

You should describe how your proposed objectives and activities will contribute to the hearing or review's understanding of the anticipated effects of the project, as expressed in:

- the application (in the case of NWB hearing); or
- the description of the scope of the project, and the description of the factors to be taken into consideration and of the scope of those factors (in the case of a NIRB review).

Identify your capacity to carry out proposed activities

Demonstrate that you have the ability to carry out the proposed activities in accordance with the timelines of the hearing or review. This could include:

- a description of your or your organization's relevant specific expertise and/or knowledge;
- a description of skills, capacity and/or experience of the organization; and
- past experience on participation in hearings or reviews of similar projects.

You should consider providing a detailed budget and work plan, to indicate that the proposed activities are practical in scale and realistic in terms of scheduling and cost.

Describe your distinctive role

Describe how you would be able to play an important and distinct role in the hearing or review. This is important to help avoid duplication of effort and ensure that the funding supports participation from distinct perspectives since participant funding is limited and there are often applications from individuals or organizations with similar interests and objectives.

In some cases, one or more applicants may wish to consider jointly request funding to avoid duplication.

2.3 Step 3. Identification of the Funding Request

Purposes of Step 3

The purposes of Step 3 are:

- to identify the requested funds; and
- to provide supporting information on specific expenses, as necessary.

Identify your funding request and provide supporting information

Identify your funding requests in accordance with the expense categories described in this guide in [2.3.1 Expense Category Descriptions and Supporting Information Requirements](#).

You should provide the requested supporting information.

Provide supporting information

Provide detailed information to support your requests, in accordance with the supporting information requirements outlined in this guide in [2.3.1 Expense Category Descriptions and Supporting Information Requirements](#).

Priority designations

The application form assigns a high, medium or low priority designation to each expense category. The funding review Panel will assess requests as follows:

Designation Review Process

High priority

In reviewing all applications for funding, the funding review Panel will give first priority to these expenses. Such expenses are generally associated with the kind of participation that the program seeks to support, such as participation of local parties in communities affected by the project, and of those parties with specific expertise that can contribute to the hearing or review.

Medium priority

These expenses will be given medium priority, and generally will not be funded until requests for high priority have been accommodated.

Low priority

These expenses will be given low priority, and generally will not be funded until requests for high- and medium priority expenses have been accommodated.

2.3.1 Expense Category Descriptions and Supporting Information Requirements

Expense category description and supporting information requirements

The purpose of this section is to provide an overview of the expense categories that may be used by participants.

Each of the following sections provides a description of an expense category and the supporting information requirements that should be included in the funding request.

Travel expenses

The *travel expense* category includes expenses related to travelling to attend public participation events held as part of a hearing or review. Such expenses may include transportation, meals, lodging and incidentals.

Supporting information requirements are:

- Travel expenses must be reasonable and in accordance with [federal government travel directives](#). Please refer to the Treasury Board Web site for these directives (www.tbs-sct.gc.ca).
- You should explain why you must travel to the event, and, if applicable, why more than one person is needed to represent the organization.
- Details should be provided regarding travel mode, accommodations and duration.

Collection or distribution of information

The *collection or distribution of information* comprises costs of activities related to collecting and/or distributing relevant information to specific local groups, such as community residents, Aboriginal members or an organization's membership.

Supporting information requirements are:

- A brief explanation of the need to collect or distribute the information and of the proposed local target group, and how this action will contribute to the objectives of the hearing or review.
- Details should be provided on the proposed approach and costs.

Professional fees (excluding legal fees)

The *professional fees* category covers per diem fees and expenses for expert advice or assistance on environmental, technical or social issues relevant to the objectives of the hearing or review.

This will include per diem fees or honouraria for experts providing Aboriginal traditional knowledge or community knowledge relevant to the hearing or review.

Also covered are professional services, such as accounting services, directly related to your participation.

Supporting information requirements are:

- For each expert, provide:
 - a brief explanation of the individual's expertise and the direct relevance of this expertise to the hearing or review;
 - per diem rate and number of days;
 - justification of per diem rate, if necessary;
 - related expenses; and
 - justification of the number of experts involved, if necessary.

Legal fees

The *legal fees* category includes the per diem fees and expenses for expert legal advice or assistance directly related to your participation. The costs for legal advice are eligible expenses, but legal representation at public hearings and other public participation events is not encouraged.

Supporting information requirements:

- An explanation of why legal research or representation is important to your participation in the hearing or review.
- For each legal expert:
 - a brief explanation of the individual's expertise and the direct relevance of this expertise to the hearing or review;
 - per diem rate and number of days;
 - justification of per diem rate, if necessary; and
 - related expenses.

Office supplies and telephone charges

The *office supplies* category covers the cost of office supplies, such as photocopying, postage and telephone charges, which are important to support your participation in the hearing or review.

Any operations and maintenance expenses that do not support your participation in the hearing or review, including normal supplies and overhead, are not eligible for funding under the program.

Supporting information requirements are:

- A brief explanation of the need for the specific supplies.

Office rental space and meeting rooms

The *office rental space and meeting rooms* category includes expenses associated with the costs of office space, meeting rooms and office equipment directly related to your participation in the hearing or review.

Any operations and maintenance expenses that do not support your participation in the hearing or review, including normal rent and overhead, are not eligible for funding under the program.

Supporting information requirements are:

- A summary of the need to rent the facilities and details on the event and rental costs.

Staff salaries

The *staff salaries* category includes salaries of individuals employed for the purpose of researching and preparing materials related to your participation (e.g., research staff and secretarial services), providing that:

- the individual is not currently in receipt of a salary from the applicant; or
- if the individual is in receipt of a salary from the applicant, that the requested funds are designated temporarily to cover the costs of replacing the individual, so he/she can work full-time on activities related to the your participation.

Supporting information requirements are:

- For each individual:
 - a statement that the individual will be working full time on activities related to the your participation in the hearing or review;
 - a brief explanation of the individual's expertise and the direct relevance of this expertise to the hearing or review; and

- salary expenses and duration.

General media advertising and promotion

The *general media advertising and promotion* category covers advertising for the purpose of publicizing your meetings and activities related to the hearing or review (e.g., posters and newspaper advertisements).

The advertising must have a specific purpose not already addressed by other parties involved in the hearing or review responsible for promoting awareness of the hearing or review and public participation opportunities.

Supporting information requirements are:

- A brief explanation of how this action will contribute to the objectives of the hearing or review, and the intended audience and costs.

Purchase of information material

The *purchase of information materials* category is to cover the cost of materials relevant to your participation in the hearing or review. This material is otherwise not available free of charge from the proponent, the NWB, NIRB, or other party (e.g., maps, documents and reports).

Supporting information requirements are:

- A brief explanation of how this action will contribute to the objectives of the hearing or review.

Other expenses

Any other expense item that you believe is needed to support the individual or group's participation in the hearing or review may be covered by the *other expenses* category.

Supporting information requirements are:

- Must be supported by a clear explanation of how this item or action will contribute to the objectives of the hearing or review.

2.4 How and Where to Submit Your Application

How to submit your application

Submit your application to the NWB or NIRB after completing all items in the [checklist](#) (Section 2.5). Applications must be received at the NWB or NIRB by facsimile, electronic mail, or by mail on or before the closing date in order to be considered for funding.

The closing date is provided in the public notice inviting applicants to submit a request for funding.

The NWB or NIRB assume no responsibility for submissions misdirected or delayed.

Send your documents to:

Executive Director
Nunavut Water Board
Box 119
Gjoa Haven NU X0B 1J0
Tel: (867) 360-6338
Fax: (867) 360-6369
Email: exec@nwb.nunavut.ca

or Executive Director
Nunavut Impact Review Board
Box
Cambridge Bay NU X0B
Tel: (867) 983-
Fax : (867) 983-
Email : sbriscoe@nirb.nunavut.ca

Following receipt of a complete application package, the NWB or NIRB will send the applicant an acknowledgement and will forward the application package to the funding review panel.

2.5 Checklist for Completing the Funding Application Form

Before submitting the form

To help ensure that there are no delays in reviewing your application for funding, please make sure that you have addressed all of the following points before submitting your application form.

Checklist

Step 1 (Applicant information) is completed with the detailed information recommended in the *Participant Funding Guide*.

Step 2 (Description of activities) is completed with the detailed information recommended in the *Participant Funding Guide*.

Step 3 (Funding request) is completed with the detailed information recommended in the *Participant Funding Guide*, and provides detailed information about budget costs.

The amount requested does not exceed the amount made available for the project indicated in the announcement.

There are no calculation errors in the budget and supporting information is provided corresponding with the detailed budget breakdown.

Budget calculations are clearly explained where appropriate (e.g., per diems, salary rates).

Declaration-Amounts Owing in Default to the Government of Canada is completed and signed by an authorized person (only applies for requests above \$20,000).

Original copy mailed to the NWB or NIRB is not stapled or bound.

The proposal is forwarded to the NWB or NIRB in time to meet the closing deadline.

The application has been signed by a person authorized to represent the applicant.

Annex A: Participant Funding Application Form

NWB/NIRB Use Only

Date Received: _____

File Number: _____

Participant Funding Application for Funding

Please refer to "Part 2 How to Complete Your Application Form" of the guide entitled "Participant Funding" when completing this application.

Step 1: Applicant Information

Name and location of project:

Is the application is for a NWB hearing or a NIRB review, or both?

NIRB Review: _____

NWB Hearing: _____

Both: _____

If for a NIRB review, please specify which phases of the review you intend to participate.
If you also apply for funding to participate in both a review and a hearing, please specify.

Name of applicant (individual or organization):

Web site address:

Legal name of applicant (if different):

Mailing address:

City / Town:

Province:

Postal Code:

Telephone number:

Fax number:

E-mail address:

If the application is for an individual or a law firm, indicate on whose behalf you are submitting this application.

Applying on behalf of him/herself or law firm _____

Applying on behalf of an unincorporated entity _____

Name of unincorporated entity:

(Note: Applications will not be accepted from unincorporated entities in their own name.)

Name and title of contact person for corporation/ organization/ group/ association:

If you represent an entity (incorporated or otherwise) supporting documentation, endorsing you as the entity's representation must be attached to this application.

Language of correspondence

English _____

French _____

Telephone number (if different):

Fax number (if different):

Is your organization incorporated? Yes _____ No _____

Federal No.: _____ Provincial No.: _____

Business number (Canada Customs and Revenue Agency):

GST/HST rebate number: _____

GST/HST rebate %: _____

Have you applied or will be applying for funds from other sources to participate in the hearing or review process? No _____ Yes _____

If yes, please specify how much and the source.

Describe your or your organization's major goals and mandate.

Describe your interest in the hearing or review.

Step 2: Description of Proposed Activities

Describe your proposed contribution to the hearing or review, including:

- the objectives of your participation;
- your proposed activities for which you are seeking funding; and
- how these proposed objectives and activities may contribute to the hearing or review's understanding of the anticipated effects of the project.

Identify your capacity to carry out the proposed activities.

(Describe relevant experience, expertise and skills you or your organization have that will help you to carry out your proposed activities.)

Describe why you believe your participation will bring an important and distinct perspective to the hearing or review.

Have you or your organization made an effort to cooperate with other individuals or organizations in preparing a funding application?

No _____

Yes _____

If yes, please specify name of individual / organization

How are the proposed activities incremental to your ongoing business?

Step 3: Funding Requested

Please summarize your request for funding of eligible expenses, using the following table (see part 2 of the guide entitled *Participant Funding* for information on each expense category):

Priority Expense Category Funding Requested

Local collection / distribution of information	\$ _____
Professional fees (excluding legal fees)	\$ _____
Travel expenses	\$ _____
Office supplies	\$ _____
Rental of office space / meeting rooms	\$ _____
Staff salaries	\$ _____
Legal fees	\$ _____
General media advertising / promotion	\$ _____
Purchase of information material	\$ _____
Other (specify)	\$ _____
TOTAL funding requested	\$ _____

With respect to each expense, please provide additional information to support your request. Use additional sheets if needed.

Local collection / distribution of information:

Professional fees (excluding legal fees):

Travel expenses:

Office supplies:

Rental of office space / meeting rooms:

Staff salaries:

Legal fees:

General media advertising / promotion:

Purchase of information material:

Other:

How did you hear about the Participant Funding Program?

NWB or NIRB _____

Federal government _____

Territorial government _____

Newspaper _____

Email to your organization _____

Word of mouth _____

Other: specify _____

Participant Funding Program

Application for Funding: Certification Form

Certification and Consent:

I/we hereby certify that the information I/we have provided in this application is accurate to the best of my/our knowledge. In the event that a participant funding award is to be made based on this application, I/we agree that no funding will be payable unless I/we sign the DIAND standard Contribution Agreement. I/we understand that I/we was/were entitled to review a copy of the Contribution Agreement before signing this Application Form.

I/we hereby consent to the NWB or NIRB providing a copy of this Application Form and of the aforementioned Contribution Agreement (once signed by me/us and by DIAND) to any person that the NWB or NIRB deems appropriate in the circumstances. I/we further consent to the NWB or NIRB making copies of any written submissions during the hearing or review process, by me/us or by the corporation, organization, group or association that I/we represent and to use those copies for purposes related to the hearing or review. The information collected will be subject to the *Access to Information Act*.

Name

Title

Authorized signature

Date