



Background Report (Pre-Planning)

Part 1: Applicant and Community Information

Please provide information required in the table below.

Applicant Community:	
Mailing Address:	
Lead Project Contact:	Name:
	Position Title:
	Email:
	Telephone #:
Secondary Project Contact:	Name:
	Position Title:
	Email:
	Telephone #:
Community Land Regime:	
Does your community have	
an existing Land Use Plan in	
place:	
Has your community	
recently added (or in the	
process of adding) land	
through the Additions to	
Reserve (ATR) process?	
Does your First Nation	
currently use a Geographic	
Information System (GIS)?	

Part 2: Project Proposal

Develop and submit a stand-alone project proposal document to accompany this application form that outlines your land use planning needs. Keep in mind when developing your proposal how a Land Use Plan (LUP) will benefit your community. Refer to *Appendix 1* for additional information (including example activities) to support the completion of Part 2.

Please ensure your proposal document answers the following:

- Describe how a Land Use Plan will benefit your community be specific to land use opportunities and challenges in your community. For example, describe how a LUP will support the following:
 - a. Infrastructure and development needs,
 - b. Creation of economic opportunities,
 - c. Environmental protection and natural resource management,
 - d. Protection of culturally important areas.
- 2. Describe your community's current capacity to undertake this project.
 - a. How will the project be staffed?
 - b. Will your community be requiring the assistance from a professional planning consultant?
- 3. Describe how you intend to engage your community in this project.
- 4. Describe any potential issues, risks, or challenges that may prevent you from completing this project and how you may overcome these.
- 5. Describe how your First Nation will collect and display geographic information important to your land use plan.
 - a. How will the First Nation develop a geodatabase to support its land use planning process?
 - b. Does your First Nation have a staff member who is trained in using GIS?

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- 6. Provide a workplan, and associated budget that includes the following:
 - a. Project activities and associated deliverables,
 - b. Cost breakdown for each activity
 - c. Timeline, including start and end dates for each project activity.
- 7. Other information you would like to include to support your proposal.

Part 3: Supplemental Documents

Please provide the following supplemental documentation with this application:

• A signed Band Council Resolution (BCR) supporting this application.

Note: Upon completion of this project, you will be required to submit completed deliverables, a copy of your Background Report, and financial reporting to NALMA.

Part 4: Certification

I certify that:

- The information in this application and its annexes is correct to the best of my knowledge;
- Appointed representatives of the NALMA are authorized to obtain and share with persons or organizations, public or private, any information necessary to complete the assessment of the project outlined;
- The applicant is in principle prepared to enter into a funding agreement or funding amendment with the NALMA; and
- I am authorized to sign this application on behalf of the quorum of the First Nation Council.

Primary Contact Name:	Primary Contact Position Title:
Date Submitted:	Signature:

Completed applications must be submitted via email to: lup@nalma.ca by 11:59 pm, February 21, 2025.

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Appendix 1: Supplemental Information

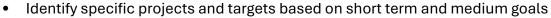
Example activities, outcomes, and components to consider when developing a Land Use Plan. Activities listed here may apply to Category 1, 2, and/or 3 applications.

- Hire Land Use Planning Coordinator (if required)
- Start Up Meeting/Community Information Session Knowing Land Use Planning Basics
- Create/establish community planning team (i.e., Planning Support Team (PST))
- Identify community needs analyze community's skills base
- Develop community engagement and/or communication strategy
- Develop Terms of Reference and Work Plan
- Site visits
- Determine readiness and build capacity
- Create community vision and LUP process
- Create inventory of lands, resources, assets, and services as well as relevant policies, regulations, and plans (i.e., capital plan) to complete analysis
- Identify and assess land use options
- On-going community engagement/workshop
- Identification of physical development opportunities and constraints
- Develop maps:
 - o with development patterns and existing infrastructure & utilities on-reserve
 - o with topographic contours and aerial photos for creating parcels on-reserve
 - to show land suitable for development versus non-suitable land such as sensitive areas because of cultural or spiritual significance, hunting areas, harvesting grounds, habitat protection, burial grounds, and species at risk
 - o to describe topography, drainage, and land suitability
- Conduct environmental and geotechnical studies
- Develop demographic profile of reserve (i.e., population and age distribution)
- Complete land interest/parcels identification based on survey control including existing infrastructure and utilities and integrate with existing survey fabric
- Develop land use policies and by-laws
- Link LUP with related documents i.e., Comprehensive Community Plan
- Create implementation team
- Finalize draft LUP document
- Adoption of LUP by Chief and Council
- Celebrate final LUP document

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- Link plan to the First Nation's economic development plan, emergency management plan and Capital/Infrastructure plans
- Identify infrastructure planning (utilities, water, sewer, roads) related to specific projects
- Identify requirements to support land use planning goals
- Identify designation process for reserve lands as part of the land use planning project
- Outline land use policies (i.e., zoning/bylaw development)
- Provide implementation timelines for short and medium goals/projects
- Seek support from community members and elected officials
- Engage with neighbouring municipalities, and other partners as needed

It is anticipated that a completed Land Use Plan would include sections, generally consistent with the following:

- Background Information (i.e., purpose, process and, scope of the Land Use Plan) as well as a brief history on the planning areas;
- Community Profile (i.e., population, demographics, housing, socio-economic status etc.);
- Community Infrastructure (i.e., overview of services, and determination of what land uses are possible in what areas);
- Planning Areas (descriptions of Study Area including current and future land uses and consideration of zoning type regulations);
- Community Priorities;
- The Land Use Plan itself; and
- Implementation Plan/Schedule.