

To assist you with the development of a Project Proposal, we provide the following guidance and direction to ensure the Project Proposal contains the information needed for the NMRPC to commence and complete its assessment. Please note that this list is not exhaustive and after it is filed with the NMRPC, the NMRPC staff may seek additional information.

Of importance, the NMRPC requires Project Proposals submitted for assessment to be provided in both English and Inuktitut. Please take this translation time into consideration and note that the NMRPC will not file or review the proposal until it has been received in English and Inuktitut.

Please also visit the NMRIRB website for their guide to the screening process (<https://www.nmrirb.ca/resources/guides/>). If accessing Nunavik Inuit owned lands you will also need to access Makivik Corporation's Land Administration System and apply for access permits (<https://las.makivik.org>). Ensure you consult the Nunavik Inuit Land Claim Agreement and pay particular attention to Sections 6, 7, 5, Schedule 7-1, and Article 12.

At any time, the NMRPC may seek additional information, clarification, or comments from proponents to assess applications. All proposals should be submitted by email to admin@nmrpc.ca.

Proposals

A Project Proposal must, at minimum, contain the following information:

- Specify if the project is a NEW project or an AMENDMENT/RENEWAL of a previous one (include any past permits, licenses, file numbers, etc. that have been issued for the project).
- Project Name - start and end dates, annual or seasonal work.
- Identification of the legal owner of the lands and a geographical location of the project site(s) and/or route(s), with coordinates and maps.
- Information about the licenses, permits or authorisations that are required for the project (list the regulatory authorities, their contact information, including the Minister responsible, and the types of licences, permits or authorisations applicable to the project). Be

prepared to provide proof of the *need* for a permit from the issuing agency (e.g., emails, letters). Please state very clearly for each permit if your project has confirmation that it is or is not needed for the work to go ahead. Do not attach copies of approved permits as these should not be issued until the screening process is completed.

- Number of people involved, identifying the project leaders and their contact information.
- Estimated number of people, their activities, and their number of days/hours on site(s).
- Description of all project activities, their necessity and duration including the timing of the project and any long-term developments.
- Method of air and/or ground transportation.
- Type of equipment to be used, including drones, filming, photography, scientific equipment etc.
- Type of fuel to be used and storage method(s).
- Describe any structures that will be erected (permanent/temporary) including any camps and associated structures, docks, piers, and/or airstrips.
- Type of local resources to be used including local accommodation(s) and other services by community/location.
- Location of the project to the nearest community(ies) (include distance(s) to communities).
- Location of the project to sensitive areas including archaeological sites, national/territorial parks and/or bird sanctuaries.
- A brief history of the site if known.
- Any alternatives considered or emergency plans.
- A summary of any community consultation(s) conducted including a summary of concerns expressed and strategies employed to address any concerns. Provide copies of support letters if any.

- A statement of environmental impacts that may be anticipated to be caused by the project, whether to lands, water or natural resources including wildlife.
- A statement of the anticipated impacts the project may have on Inuit rights and their use of the lands, waters, and natural resources, including wildlife.