

STATEMENT OF WORK (SOW)

PROJECT NAME: Intergovernmental Strategic Aboriginal Alignment (ISAA) – 2015/16 Activities

TEAM MEMBERS: Government of Canada (Represented by Aboriginal Affairs and Northern Development, Canada)
Government of Manitoba (Represented by Manitoba Aboriginal and Northern Affairs)
City of Winnipeg (Represented by Aboriginal Relations Division)

BACKGROUND:

In the spring of 2009, the Governments of Canada, Manitoba and Winnipeg began discussions on how the three levels of government could continue to work together to “close the social and economic gap” between urban Aboriginal people and non-Aboriginal people in Winnipeg.

In July 2010, the parties signed a Memorandum of Collaboration (MOC) to work together and better align resources to improve socio-economic outcomes for Aboriginal people in Winnipeg and to improve the capacity of Aboriginal organizations to carry out their mandates. The five year MOC Strategic Planning Framework commits the ISAA to outcomes related to eight goals in four priority areas.

The MOC is set to expire on June 30, 2015. As part of the final year’s activities, the partners to the agreement have developed this statement of work to support activities beyond June 2015, subject to the approval of ISAA Senior Officials.

PROJECT PURPOSE:

The primary purpose of this SOW is to outline work which will be carried out by the ISAA Working Group from July 1, 2015 to June 30, 2016. This work will focus on:

1. Incorporating the results of the ISAA evaluation and lessons learned throughout past collaborative work under the MOC into a next iteration/successor agreement;
2. identifying key areas of focus for the next iteration of collaborative work, including consultations and/or reporting to the community;
3. making recommendations about the content and structure of a successor agreement to Senior Officials; and,
4. formalizing a future agreement that all parties agree to.

It should be noted that this SOW contemplates the possibility of a new successor agreement; however any decision to develop such an agreement would be contingent on the parties agreeing to a renewed MOC based on the work products developed as a result of this SOW.

Where process questions arise during 2015/16 that are not covered under this SOW, the parties have agreed to operate in accordance with the spirit and intent of the expired MOC.

PROJECT WINDOW: July 1, 2015 – June 30, 2016

SCOPE OF THE WORK:

Evaluation Follow-Up:

1.0 Review the results of the evaluation and report these results to Senior Officials.

1.1 Conduct an analysis of the results of the evaluation.

1.2 Develop and implement an evaluation dissemination/public consultation strategy.

1.3 Report on the results of the evaluation and dissemination strategy to Senior Officials.

Models of Collaboration:

2.0 Identify other successful models of collaboration and existing collaborative tables for consideration as related to a new future collaborative agreement.

2.1 Research other collaborative models that may enhance future efforts.

2.2 Select a recommended model(s) or develop a hybrid model for future collaborative activities.

2.3 Assess recommended model(s) as related to risk management and contingency planning.

2.4 Report on recommended model(s) to Senior Officials, including, as applicable, relevant risk and contingency issues.

Aligning Stakeholder Priorities:

3.0 Engage each level of government and other key stakeholders, for example nonprofit, private sector, community etc. to develop and identify new or revised key areas of focus for a future collaborative agreement between the three levels of government taking into consideration ISAA Final Evaluation Report recommendations(s) 10.4, 10.5 and 10.8.

3.1 Each party to identify their suggestions for high level sectors/areas of focus for possible future collaboration.

3.2 The ISAA Working Group will assess high level sectors/areas for commonalities and select sectors/areas for more in depth exploration.

3.3 Each party to conduct detailed internal consultations within their respective level of government on possible specific activities within agreed upon sectors/areas.

3.4 Considering existing collaborative tables, the ISAA Working Group will design and implement a process for community engagement on recommended model(s) of collaboration, high level sectors/areas and specific activities within those high level sectors/areas.

3.5 The ISAA Working Group will obtain community input on work related to 2.1 to 2.4.

3.6 The ISAA Working Group will identify agreed upon activities for future collaborative work and consider risk management/contingency planning as part of the assessment.

3.7 The ISAA Working Group will report to Senior Officials.

Resource Requirements:

4.0 Identify the technical requirements (i.e., financial, human resource), timelines and risk mitigation/contingency strategies associated with the agreed upon model(s), sectors/areas and specific activities.

4.1 Develop technical requirements plan.

4.2 Report to Senior Officials.

Note: In order to proceed with work beyond the expiry of the current MOC, the parties have agreed that the position of MOC Coordinator must be maintained.

Potential Successor Agreement:

5.0 Create and recommend a new successor agreement, including a risk analysis, communication and engagement plan and evaluation plan to Senior Officials, incorporating work as related to 1.0 through 4.0 to this SOW.

5.1 Agree on proposed terms of a successor agreement.

5.2 Draft communication and engagement plan.

5.3 Draft evaluation plan and accountability framework consistent with recommendation 10.4 and 10.7.

5.4 Present draft agreement, communication and engagement plan and evaluation plan and accountability framework to Senior Officials for review and endorsement.

Workplan Development:

6.0 Prepare a recommended work plan for the successor agreement taking into consideration ISAA Final Evaluation Report recommendations(s) 10.4, 10.5 and 10.8.

6.1 Draft Terms of reference for the ISAA Working Group.

6.2 Draft Workplan.

6.3 Present Workplan to Senior Officials for review and endorsement.

PROJECT DELIVERABLES / REPORTING REQUIREMENTS:

<i>Deliverable / Reporting Requirement</i>	<i>Responsibility</i>	<i>Date</i>	<i>Audience</i>
Evaluation Follow-Up	ISAA Working Group	July-Aug 2015	ISAA Senior Officials

Models of Collaboration	ISAA Working Group	Sept-Dec 2015	ISAA Senior Officials
Sustainable Livelihoods Framework	Consultant A	Sept-Dec 2015	
Aligning Stakeholder Priorities	ISAA Working Group	Sept-Dec 2015	ISAA Senior Officials
Identifying Aligned Stakeholder Priorities	Consultant B	Nov-Feb 2016	
Resource Requirements	ISAA Working Group	Jan-Mar 2016	ISAA Senior Officials
Technical Requirements Plan	ISAA Working Group	Feb-Mar 2016	
MOC Coordinator		Sept-Mar 2016	
Potential Successor Agreement	ISAA Working Group	Apr-June 2016	ISAA Senior Officials
Workplan Development	ISAA Working Group	Apr-June 2016	ISAA Senior Officials
Successor Begins		July 2016	

FURTHER INFORMATION:

1. **Time:** Timelines presented within this SOW may be altered subject to the will of ISAA Senior Officials.
1. **Funding:** There is funding associated with this SOW beyond that which has already been identified for various activities connected to the current MOC.
2. **Meetings:** ISAA Senior Officials will meet between two (2) and four (4) times during 2015/16 on an as needed basis to review and approve the work of ISSA Officials. ISAA Officials will meet monthly throughout this same timeframe to pursue the activities listed above.
3. **Alterations to this SOW.** This SOW is intended to serve as a guide for the ISAA Officials and may be modified upon agreement by ISAA Senior Officials.