

**CLIMATE CHANGE ADAPTATION
PLANNING GUIDEBOOKS
FOR INDIGENOUS COMMUNITIES**



GUIDEBOOK 6

**MONITORING PROGRESS
AND CHANGE**

These Guidebooks were created by the Centre for Indigenous Environmental Resources in partnership with Sioux Valley Dakota Nation in Manitoba and Peter Ballantyne Cree Nation, Deschambault Lake Community, in Saskatchewan. The Centre for Indigenous Environmental Resources updated the guidebooks in 2020 with guidance from T-Sou-ke First Nation in British Columbia and Fox Lake Cree Nation in Manitoba.

Please contact earth@yourcier.org for any questions or comments on these Guidebooks.

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CLIMATE CHANGE ADAPTATION PLANNING GUIDEBOOKS

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Starting the
Planning Process

2



Climate Change
Impacts in
the Community

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Identifying Community
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Identifying
Solutions

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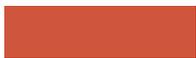


Taking Adaptive
Action

6



Monitoring Progress
and Change



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GLOSSARY

Adaptation: The process of adjustment to actual or expected climate change and its effects.

Ability to Adapt: how easy or difficult it will be for the community to adjust to the resulting changes (before implementing any forms of adaptation).

Climate: The word “climate” refers to a region’s long-term weather patterns. The conditions that make up the weather in an area – precipitation, temperature, wind and so on – are measured daily, whereas climate describes what the weather is like over a long period of time (often based on thirty-year averages). Weather can change dramatically day-to-day, but climate is expected to be relatively consistent over time. This is summed up by the old saying, “climate is what you expect, weather is what you get”.

Greenhouse Gases (GHGs): Life on Earth is possible because various gases in the atmosphere trap heat and keep the planet at a livable temperature. These gases that keep the Earth warm are called greenhouse gases (GHGs). When the amount of GHGs increase, the Earth gets warmer.

Indigenous Knowledge: For the purpose of this guide, Indigenous Knowledge is defined as: “A holistic system of knowledge acquired over time through experience or observation and is tied to the cultural, linguistic, spiritual and subsistence ways of Indigenous peoples” (CIER and UBC, 2011).

Magnitude: the importance or size of the effect of the climate change impact on the system or community (e.g. an out of control forest fire in the community could have a large effect on the community’s infrastructure)

Mitigation: An intervention that either reduces the sources or enhances the sinks of greenhouse gases. This may also include reducing the sources of ozone altering substances (e.g. Carbon monoxide, Nitrogen Oxides, etc.)

Sensitivity: the characteristics of the system or community (e.g. a small drinking water source would be highly sensitive to drying up if climate change caused severe drought)

Sustainability: sustainability can be thought of as the ability of a community to adapt and become more resilient to climate change impacts, allowing the community to continue thriving well into the future.

Vulnerability: In this document we will specifically be using the term vulnerability to describe any predispositions (tendencies) your community may have that could increase its likelihood of being adversely (negatively) affected by climate change (IPCC, 2014).

ABOUT THE GUIDEBOOKS

The Climate Change Adaptation Planning Guidebooks for Indigenous Communities consists of a series of guidebooks. The guidebooks provide an overview of the six-step climate change adaptation planning process

The goal of the six guidebooks is to provide a user-friendly and culturally appropriate climate change and adaptation resource to assist Indigenous communities with adaptation planning in order to avoid, minimize, or adapt to the impacts caused by climate change. The planning process outlined in the guidebooks allow for wide application, local adaptation, and ongoing modifications.

Understanding the Planning Process

Each of the guidebooks focus on one of the six climate change adaptation planning steps. The six guidebooks (and accompanying activities included in each guidebook) focus on the following topics:



GUIDEBOOK 1: STARTING THE PLANNING PROCESS

Understanding the importance of climate change adaptation and assembling a team of community leaders and members to assist with the climate change adaptation planning process.

Activities:

1. Meet with Community Leadership: create briefing note for your community's leadership that explains the project and the importance of including climate change adaptation in community plans and decisions for the long-term success of the community.
2. Set-up a Working Group: develop a pamphlet that outlines Working Group member roles and responsibilities and recruit potential Working Group members.
3. Hold a Community Event: inform the community about climate change adaptation planning and provide an opportunity for community members to share their ideas and provide suggestions and direction by hosting an outreach activity or event.



GUIDEBOOK 2: CLIMATE CHANGE IMPACTS IN THE COMMUNITY

Understanding the impacts of climate change and its effects on Indigenous communities, learning about adaptation (adjusting to climate change impacts) versus mitigation (reducing or preventing climate change impacts), and identifying climate change impacts in your own community.

Activities:

1. Gather Background Information: compile information on nature and the environment in your community, including how people currently use and live on the land (e.g. current and past settlements and subsistence, commercial and traditional uses of land, water, wildlife, and plants)
2. Brainstorm Local Observations of Climate Change: generate a list of climate change impacts that have been observed by community members and how these observations have affected the activities people do in the community.



GUIDEBOOK 3: IDENTIFYING COMMUNITY SUSTAINABILITY AND CLIMATE CHANGE VULNERABILITIES

Developing a community vision for a climate resilient future, understanding the difference between community sustainability and vulnerability to climate change, and developing different community climate change scenarios (e.g. no adaptation versus successful adaptation).

Activities:

1. Community Vision: gain a sense of community members' vision for the future, including what should be preserved, what should be added (that is currently missing), challenges that the community is facing and would like to resolve/remove, and things to keep out of the community to ensure it remains healthy/successful.
2. Sustainability Brainstorm: understand how the community is sustainable in relation to the environment, economy, society, and culture.
3. Vulnerability Brainstorm: understand how the community may be vulnerable to the climate change impacts that were identified in guidebook 2 and during the previous Sustainability Brainstorm activity.
4. Vulnerability Ranking: understand areas where the community may be most vulnerable to the predicted impacts of climate change
5. Identifying Connections: understand if/how vulnerabilities to climate change are related to more than one area of sustainability (environment, economy, society, culture)
6. Influence Diagram: develop a list of final climate change effects on the community (i.e. illustration of the changes that may occur in the community due to predicted climate change impacts)
7. Scenario Building: gain an understanding of what the community could look like if climate change impacts occur and no adaptation is implemented, if climate change and community development occur with no adaptation, and if successful adaptation is implemented.



GUIDEBOOK 4: IDENTIFYING SOLUTIONS

Identifying and prioritizing solutions for adapting to climate change and determining the feasibility of different solutions.

Activities:

1. Revisiting the Influence Diagram: generate a list of possible adaptation and coping solutions to help community minimize/eliminate negative effects and enhance positive effects
2. Revisiting the Scenarios: alternate method for generating list of possible solutions
3. Determining Feasibility: shortlist of feasible adaptation solutions
4. Setting Priorities for Climate Change Planning: from the list of feasible solutions, a list of priority solutions that community members would like to see implemented first
5. Creating a Comprehensive List of Priorities: a comprehensive list of all the priority solutions that were identified from previous activity working with different groups of community members that are feasible for implementation within your community.



GUIDEBOOK 5: TAKING ADAPTIVE ACTION

Understanding past successes in your community, developing an action plan to implement your climate change adaptation solutions, ensuring ongoing community participation in the climate change adaptation process, and celebrating your achievements.

Activities:

1. Decision-making in Your Community: learn more about the community's past successes and decision-making processes to learn how it might inform the current climate change adaptation planning process in a positive way
2. Developing an Action Plan: work with leadership and the Working Group members to create a detailed action plan that outlines how each of your adaptation solutions can be implemented in the community, including level of priority, resources required, roles/responsibilities, milestones, budgets, timelines, and measures of success.
3. Challenge Tree: share your action plan with the broader community and identify ways in which community members can support or help implement the different adaptation solutions and actions.



GUIDEBOOK 6: MONITORING PROGRESS AND CHANGE

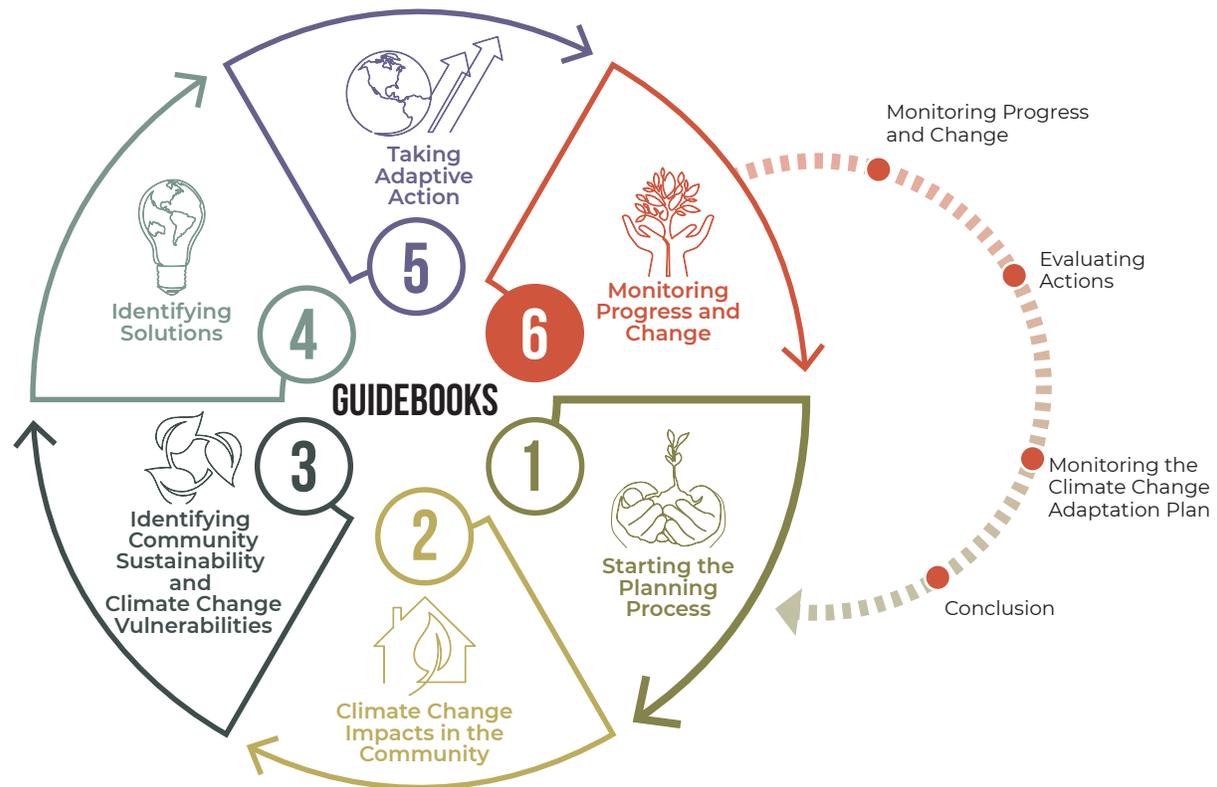
Tracking and evaluating the success of your climate change adaptation action plan, adjusting your activities and actions (as needed), and understanding the importance of revisiting the climate change adaptation planning process in the future to ensure it is still useful for your community.

Activities:

1. Evaluating Your Action Plan: evaluate your adaptation action plan and determine if progress has been made in reaching the community's adaptation goal.

UNDERSTANDING THE PLANNING PROCESS

The guidebooks build on one another and are intended to be used in order (from 1-6). Each guidebook provides information, considerations, and activities to walk the user through each step of the planning process and prepare them for the next step of planning. The activities included in the guidebooks are designed to engage community members during the planning process. These activities are suggestions. However, you may decide to change or adapt certain activities to better fit your community's needs.



HOW TO USE THE GUIDEBOOKS

In each guidebook, you can expect to find relevant background/introductory information related to the topic and planning step covered in that guidebook and key considerations, tips, and activities to assist you in completing that step of the planning process.

Note: the suggested activities included in the guidebooks are designed to engage community members during the planning process, however, you may decide to change certain activities to better fit your community's needs.

Checklist

In each of the six guidebooks, you'll find a checklist, like the example below, to help you stay on track and work through each of the planning activities that are required to complete that step of the climate change adaptation planning process. The project coordinator can use the checklists as a tool to see how many tasks need to be completed, who is responsible for completing them, and what progress has been made. Checklists are located at the end of each guidebook or you can refer to Annex I for a complete set of checklists from all six guidebooks.

Task	Recommended to complete task	Progress
Designate a Project Coordinator		Complete
Meet with Leadership	Coordinator	Complete
Set up a Working Group	Coordinator	In progress (meeting scheduled)
Inform Community Members	Coordinator	Not completed

Symbols Used in the Guidebooks

Throughout the guidebooks, there are a series of symbols (shown below) to indicate where a particular type of meeting or activity is suggested. The symbols include the following:

				
Activity	General Meeting Note: the "general meeting" symbol suggests a meeting with other groups not specifically listed below: <ul style="list-style-type: none"> • Elders Meeting • Community Meeting • Youth Meeting 	Working Group Meeting	Materials	Checklist
				
Important Information	Indigenous Knowledge	Environmental	Economic	Social
				
Cultural	Winter	Summer	Spring	Fall

Text Boxes

In coloured text boxes throughout the guidebooks, you will find stories and examples of climate change and community planning in Indigenous communities, as well as examples of CIER and community participants working through the activities suggested to engage people in the project.

WHAT WILL YOU LEARN IN THIS GUIDEBOOK?

In guidebooks 1-5, you assembled a climate change adaptation planning team, gathered background information and determined adaptation priorities, before working with the community to develop and implement an action plan. Now, in guidebook 6, you will focus on evaluating the success of your climate change adaptation plan and making any adjustments to ensure the plan remains useful for your community both now and into the future.

MONITORING PROGRESS AND CHANGE

Tracking Success and Adapting Your Plans

It is important to have a formal monitoring process to keep track of progress, make changes as necessary, and ensure the community's climate change adaptation plans are moving the community towards realizing its goals. Without monitoring the success of your action items and initiatives, it is difficult to be sure the community's climate adaptation plan is delivering the anticipated results. This may include monitoring the success of your initiatives, as well as tracking the climate change impacts the community is experiencing, and staying up to date on the community's sustainability and development needs.

In order to monitor your success, guidebook 6 focuses on two types of evaluation. First, you will be guided through the process of evaluating the individual adaptation actions/solutions that have been identified in your plan to determine their effectiveness. Second, you will focus more broadly on examining the overall adaptation plan to determine whether the plan is moving the community towards its vision of being climate resilient and to gauge if/how adaptation is being successfully integrated into other community planning and decision-making processes.

You will begin by first evaluating the specific adaptation solutions that have, and are, being implemented in your community.

Evaluating Actions

Are the action items, whether they are projects, policies, or other initiatives, moving the community in the right direction? To help answer this question, you will begin by reviewing and evaluating the efficacy of the individual adaptation actions and solutions that have been identified and implemented. It is important to monitor the progress and success of these actions to make sure they are being implemented successfully (e.g. effectively, efficiently, on time, etc.) and to make sure they are achieving the results that were intended. Sometimes projects and policies have unintended results (either positive or negative), and it is important to identify these so you can understand the full effects of the actions that are part of your climate change adaptation plan.

To make the evaluation of your actions as easy as possible, the team working on each action item needs to keep good records and notes. For example, if issues or concerns arise, if plans change due to new financial or human resources, or if the scope of the action changes (increases or decreases), someone on the team should document this information. It is also a good idea for the team to write down their reflections on these changes so there is some personal and richer information recorded about the progress or challenges. This is good for overall project management and also facilitates the evaluation.

To evaluate actions under your plan, it is best to create a separate evaluation or monitoring team that includes a cross-section of people in the community. You may want to use a more participatory form of evaluation by including some members of the project team responsible for each action item (projects, policies, initiatives) in your monitoring team. This can still lead to an objective and independent evaluation as team members are not the only ones evaluating their projects; they are working together with other members of the community to provide insight into the project and carefully examine successes and challenges.



GENERAL MEETING | For each project, the evaluation or monitoring team should:

- Meet with people working on the projects and people affected by the projects (e.g. if it's a project to provide recreational opportunities to youth, the team needs to talk to the youth). Look at the original plans for the action items (e.g. projects, policies, initiatives), meeting notes, financial records, and other documents to develop a good understanding of the projects.
- Try to evaluate the progress of the plan's actions every six months, or whenever an issue arises. **Note:** problems should be discussed and addressed as early as possible or as soon as they are recognized, even if this does not follow a strict 6-month schedule. It is useful to identify who will be responsible for tracking and communicating issues as they happen. This will allow you to identify problems and issues early and make adjustments accordingly. It will also allow you to build on aspects of the project that are working well. At the end of the project, develop a list of lessons learned that can be applied to future actions to help make them as successful as possible.
- Use the tables that were created by the Working Group in Guidebook 5 to develop an implementation framework to evaluate each action.
- Think about questions to help you evaluate each of the categories included in the table below for the different action items; feel free to add any additional questions to this suggested list:

Actions	Roles and Responsibilities	Milestones	Preliminary Budgets	Detailed Timelines	Measure of Success	Other Planning Needs
	Are the people identified able to meet their responsibilities?	Are the milestones being met on time?	Is the budget for disbursements sufficient?	Is the project currently on time?	Have these measures of success been achieved?	How is the action affecting each of the four areas of sustainability (environment, culture, society, economy)?
	Are the roles assigned appropriate or are new/different roles required?	Are the goals associated with each milestone being met as planned?	Is the budget for people's time (internal and external) sufficient?	Will the project continue to meet deadlines?		

Evaluating Indicators

Choosing the right indicators, or measures of success, is an important part of the evaluation process. It is important to identify indicators that provide a true measure of whether the expected result is being achieved; sometimes people use indicators that seem to be related to the expected result, but in reality, do not provide a true indication of whether the action is successful in achieving its intended result. For example, if one of the objectives of the project is to increase community awareness about how to reduce forest fire hazards through educational workshops, evaluating this objective by reporting on the number of people who attended the workshop does not provide information on whether or not people learned about forest fire risk factors and applied this learning to their daily lives. This doesn't mean that you don't want to record how many people participated in the workshops, but to understand and evaluate whether or not the workshops were effective, a more specific indicator(s) will need to be used. For example, if a sign in sheet was used at an event, data collected (name, phone number, email address) would enable the evaluation team talk to the participants one or two months after the workshop to see what they remember and whether or not they have been applying this information to their daily lives (e.g. clearing brush, implementing FireSmart practices, etc.).

Indicators can be qualitative (e.g. opinions and perceptions) or quantitative (e.g. numbers, ratios, or percentages). Indicators that you use to measure success should be:

- Valid (is the indicator actually measuring the result?)
- Reliable (is the indicator consistent over time?)
- Sensitive to changes (so they remain connected to results)
- Simple (easy to collect and analyze)
- Useful (will the indicator help with decision-making?)
- Affordable (can they be measured within the existing budget?)

ADJUSTING ACTIONS AND ACTIVITIES

During the evaluation (either at the six-month mark or earlier if an issue has been flagged before six months), it may become clear that an action is not meeting its objectives, is not being completed according to the project timeline, or has cost more than planned. Don't get too worried - this is how monitoring actions and evaluating project or policy implementation can help lead to success.

Look at where the project activities have not gone as planned and work with the full action team to make necessary adjustments. Look for opportunities to either extend timelines for the project, to access additional funds or people to aid with implementation, or to change the scope of the action. At least one of these options will likely help.

Use your findings from the evaluation process to adjust activities and plans for future actions. Learn from challenges to minimize or prevent these from happening in the future. Learn from successes and incorporate lessons learned into future projects.

Be transparent and share information on the ongoing successes and challenges associated with actions taken as part of the climate change adaptation plan with your community.

Information could be shared at Council/community meetings, on social media, in newsletters, on the community radio station, and/or on posters or bulletin boards - any way that gets the word out to your community.

MONITORING THE CLIMATE CHANGE ADAPTATION PLAN

In addition to monitoring and evaluating the individual actions that your community is taking as part of its climate change adaptation plan, you will also want to monitor the overall plan itself. Is the plan moving the community towards its vision? Is the plan addressing the climate change vulnerabilities as planned? Have the local impacts of climate change and resulting vulnerabilities occurred as expected, or are they different? Has adaptation been incorporated into any other community planning/decision-making processes? The following sections and activities will help you to answer these questions.

Community Participation is Key

The community, through the Working Group and meetings with youth, Elders, and other interested members, played an important role in the development of your climate change adaptation plan. These individuals, and other interested community members, also play an important role in the monitoring process. Be sure to involve as many different community members/groups in the evaluation process as possible. The more feedback that you obtain, the better you will be able to determine if/how your plan is or is not meeting your community's goal.

The suggestions below are designed to help you evaluate whether your climate change adaptation plan is helping to move your community toward its goal. Alternatively, many of the activities that were completed during the climate change adaptation planning processes (i.e. activities in Guidebooks 1-5), can be used again – with some small modifications – to help you monitor issues and track community needs. The information shared by community members during these interactive sessions can be combined with information that has been collected to track the progress of the climate change adaptation plan (i.e. from tracking the success of various projects or policies). This will help form an understanding of the success of the climate change adaptation plan and to determine if it is still moving the community in the desired direction.

Evaluating Your Action Plan

Collecting and reviewing both feedback from community members and indicators to evaluate the individual adaptation actions/solutions can help provide an understanding of whether your plan is moving the community in the desired direction. The following steps/suggestions are designed to help you collect, review, and assess relevant information to determine how effective your evaluation plan is:

1. **Identify the metrics that will determine whether your community's adaptation goal has been met.** Identify the information or metrics you will need in order to determine whether any change has occurred and measure if the community is moving towards meeting its goal or not. In other words, what information will tell you whether you have been successful in achieving your goal? What information will tell you whether any change has occurred?
2. **Gather information to measure the progress that has (or has not) been made.** In order to determine whether the community is moving towards achieving the goal, you will need to collect information to help you measure if/how progress is being made. To do this, you can collect feedback from the community to learn about if/how community members perceive whether any progress has been made. There are many ways to collect community feedback. You could distribute a survey or questionnaire, conduct interviews with community members, host a workshop, meeting or open house, or use any other method that works for engaging with your community members to collect feedback on the adaptation process. This information will be qualitative because it is based on people's opinions, experiences, and viewpoints. You can also collect quantitative (numerical) information by using the specific information/indicators that have been identified (earlier in this guidebook and in guidebook 5) to evaluate each individual adaptation solution that is being implemented.
3. **Analyze your information.** Review the feedback and information you collected to determine the progress of the overall plan in meeting the community's goal. Compare the information and feedback you collected from the community with the metrics (from step 1 of this activity) that tell you whether you have been successful. Does the community feedback and information that you collected align with the metrics to suggest that progress is being made in reaching your goal? Are there inconsistencies between the two? Does the feedback show that progress is not being made towards achieving your goal? Does the feedback suggest that perhaps you are working towards a different outcome than originally anticipated? Do the results show any problems or obstacles? Ensure you take enough time to review, analyze, and reflect on the information and feedback you have gathered and the comparison with your metrics from step 1. It may be helpful to have one or two people collect and review information to determine whether progress has been made and then share your findings back with the broader monitoring/evaluation team or larger community.
4. **Reflect on what you have learned.** If you find that you are largely not moving towards realizing your goal, consider why this may be (e.g. perhaps you do not have adequate resources to support the actions required to reach your goal). If you understand why progress is not being made, it will be easier to adjust the plan accordingly in order to remedy this. The next section will address how to adjust your actions/plan, if you find you are not meeting your goal as anticipated. You may also find that your evaluation highlights achievements or demonstrates that great progress has been made in achieving your adaptation goal.
5. **Share your results.** At the end of your evaluation process, be sure to share your findings with the community. This will ensure that the community is kept up to date and provides an opportunity for community members to provide insight, feedback, and suggestions for moving forward, particularly if your plan is not progressing as well as you would have liked. It also provides an opportunity to celebrate your achievements and progress.

These suggestions are slightly modified from [Evaluating Community Projects - A Practical Guide](https://www.jrf.org.uk/sites/default/files/jrf/migrated/files/1859354157.pdf). To learn more, visit their website: <https://www.jrf.org.uk/sites/default/files/jrf/migrated/files/1859354157.pdf>

Adjusting Your Plan



WORKING GROUP MEETING | It is a good idea to have periodic meetings with the Working Group (e.g. every year or two) to do a short review of the success of the plan and its impacts on the community. This will allow the community to make adjustments along the way, without going through a formal review of the plan too frequently. For example, during these reviews you might

find that actions planned for years three and four should happen earlier or later because priorities have shifted or capacity within the community has changed. Your plan is a living document, which means it is designed to be adjusted along the way to help keep the community on track for achieving its vision. It's quite possible that the plan will need to be adapted to local changes in the environment, the economy, or within the social and cultural realities of the community. Although you don't want to make too many big changes to the plan on a regular basis, there are often small adjustments that can be made to help keep the community on its path toward sustainability. The key is finding the balance between having limited/no flexibility in the plan (which doesn't allow the community make improvements and adjustments) and too much flexibility (that results in so many adjustments that there seems to be no real plan at all). Involve the community in these steps when and where appropriate.

Adjusting Your Plan

Below are examples of the types of changes related to community sustainability that may result in adjustments to your plan during an ongoing review. Your community may be facing similar or different changes:

- **Environment:** climate change related drought is more severe than expected
- **Economy:** past projects are successful and job creation becomes less urgent
- **Society:** the number of youth quitting school increases
- **Culture:** language speakers return to the community and start teaching at the school

In addition to reviewing the success of your plan and its impact on the community, it is also useful to ensure that climate change planning is incorporated into other aspects of community planning, such as land use planning, emergency management planning, asset management, etc. This will help to ensure that the climate change and adaptation planning processes and considerations you have spent time cultivating and implementing are also incorporated into other aspects of the community's actions.

Revisiting Climate Change Adaptation Planning



WORKING GROUP MEETING



GENERAL MEETING



INDIGENOUS KNOWLEDGE

Remember, adaptation planning is a cyclical process – it will never be truly complete and will require you to revisit your adaptation goals. Once every six or seven years it is important to go through the planning process all over again, but this doesn't mean going all the way back to the beginning and recreating a new vision. This vision was created with many different community members and represents members' hopes and dreams for the community well into the future. Keep this vision (idea, image) in mind, and bring it back to the community's attention as you re-engage in the planning process.

As you re-engage in the planning process, you can revisit many of the activities suggested in Guidebooks 2-5. Look at the impacts of climate change to see if any local impacts and associated community vulnerabilities are new, have changed, or are more or less severe than was expected. This information will inform the planning process, as it did during the first phase of planning, by pointing you towards solutions that address the climate change vulnerabilities that are affecting the community. Assess and revise priorities and take action to determine the best path for the community to address climate change adaptation and community planning needs over the next five or six years.

When reviewing, assessing, and revising priorities, be sure to involve community members so that the ideas included in the 'new' plan reflect as many people in the community as possible. This also helps increase support and excitement for this next stage of the planning process. Refer to the activities included in the previous Guidebooks for ideas on how to involve leadership, a Working Group, Elders, youth, and the broader community in brainstorming solutions to new issues, identifying priorities, and implementing ideas into actions. Together, leadership and community members can set, and keep, the community on its path to success!

CONCLUSION

Great work, you have successfully worked through the six-step climate change adaptation planning process! By working through each of the six guidebooks, you have:

- Gained an understanding of the importance of climate change adaptation and assembled a team of community members to oversee the adaptation planning process;
- Read stories about how climate change has affected other Indigenous communities across Canada, identified the specific climate change impacts affecting your own community, and learned about the difference between adaptation versus mitigation;
- Developed a community vision for a climate resilient future, explored the ways in which your community is already sustainable as well as ways in which your community may be vulnerable to the impacts of climate change, and developed different future scenarios to understand what the community may look like if adaptation measures are or are not implemented;
- Identified and prioritized adaptation solutions for minimizing the effects of climate change and determined the feasibility of those solutions in your community;
- Learned about your community's past successes and developed an action plan to implement your climate change adaptation solutions, ensuring ongoing community participation in the climate change adaptation process; and
- Reviewed and evaluated the success of your climate change adaptation plan, including adjusting the activities and actions (as needed).

Remember, climate change adaptation planning is an ongoing, cyclical process. You will need to continue revisiting and amending your climate change adaptation planning process as your community's goals and needs change in the future to ensure that your climate change adaptation plan remains useful for the community.

“Indigenous peoples have lived sustainably for thousands of years on this continent and remain the natural custodians of these lands, rivers, plants and animals. What are the values and practices that your community has used to live sustainably? Think of how these values and practices could lead not just Indigenous people, but all people back to more sustainable livelihoods.”

—Andrew Moore, T'Sou-ke Nation



GUIDEBOOK 6 CHECKLIST

The checklist below may be useful in ensuring the tasks outlined in this guidebook are accomplished. Remember, these Guidebooks provide suggestions on how to accomplish tasks but your community may have other methods that work best.

Task	Recommended to complete task	Progress
Create an evaluation or monitoring team	Coordinator	
Evaluate Adaptation Actions and Action Plan	Evaluation or monitoring team	
Share successes and challenges with the community	Evaluation or monitoring team	
Monitor the plan annually or every two years	Working Group	
Revisit Climate Change Community Planning every six to seven years	Community leadership and membership	

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