

First Nations Summit

NOTICE

OPPORTUNITY FOR SECTOR COUNCILS AND ORGANIZATIONS TO PROVIDE A WRITTEN REPORT AT THE JUNE 4, 2020 VIRTUAL FIRST NATIONS SUMMIT MEETING

TO: FIRST NATIONS SECTORAL ORGANIZATIONS AND COUNCILS
FROM: FIRST NATIONS SUMMIT OFFICE
DATE: May 20, 2020

The First Nations Summit (FNS) would like to provide First Nations Sector Councils and organizations the opportunity to provide a written update report at the June 4, 2020 Virtual First Nations Summit meeting.

We do recognize that several Councils provide written updates from time to time – this initiative endeavors to regularize the Councils/organizations' communication efforts with the FNS Chiefs and delegates.

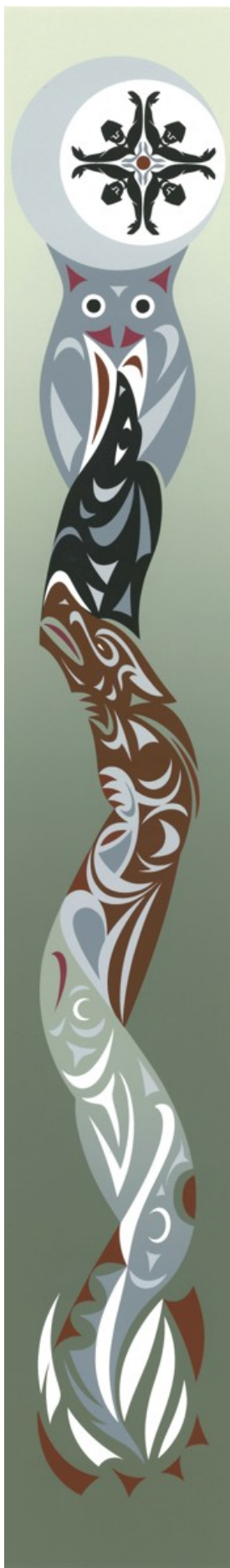
These written reports will be compiled and included in a specific Sectoral Updates section in the meeting package provided to Chiefs and delegates at the June 4, 2020 Virtual FNS meeting.

These written reports are another opportunity, in addition to your normal communications activities, for your Council/organization to apprise First Nations of your activities, initiatives, and accomplishments. As well, the reports could highlight areas where specific political advocacy may be required, including organizations' funding requests.

Attached is a standardized report template that should be used in crafting the report for submission.

The submission deadline for the written reports to be included in the meeting package for the June 4, 2020 Virtual First Nations Summit meeting is Monday, June 1, 2020.

Should you have any questions or concerns regarding this information, please contact Colin Braker (cbraker@fns.bc.ca) or Marilyn Teneese (mteneese@fns.bc.ca) at the FNS office.



**STANDARD REPORT TEMPLATE
FOR SECTOR COUNCILS AND ORGANIZATIONS
WRITTEN REPORTS AT FIRST NATIONS SUMMIT MEETINGS**

THE FOLLOWING FORMAT SHOULD BE USED FOR EACH ISSUE BEING REPORTED ON

To: First Nations Summit Chiefs in Assembly
From: [insert Council/organization name]
Date: [insert date]

PURPOSE

1-2 sentences (25-60 words)

BACKGROUND

1/4-1 pg. (150-350 words)

CURRENT STATUS

1/4-1 pg. (150-350 words)

ANALYSIS

1/2-1 pg. (150-350 words)

PROJECTED NEXT STEPS

- 1.
- 2.