

Project Action Plan (Jan. 2017)

Summary of Research Proposal

The proposed SSHRC funded research aims to establish a framework for reconciliation action and awareness within the Canadian archival system. In 2016, the Steering Committee on Canada's Archives (SCCA) called for a response to "Call to Action #70" of Honouring the Truth, Reconciling the Future: Summary of the Final Report of the Truth and Reconciliation Commission of Canada (June 2015), which states:

70. We call upon the federal government to provide funding to the Canadian Association of Archivists to undertake, in collaboration with Aboriginal peoples, a national review of archival policies and best practices to:

- 1) Determine the level of compliance with the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the United Nations Joint-Orientlicher Principles (UNJOP), as related to Aboriginal peoples' inalienable right to know the truth about what happened and why, with regard to human rights violations committed against them in the residential schools.
- 2) Produce a report with recommendations for full implementation of these international mechanisms as a reconciliation framework for Canadian archives.

Although the "Canadian Association of Archivists" does not exist as an entity, this call is interpreted to refer to the Canadian profession as a whole. Thus, this research team, with the support of the Canadian Council of Archives, the Association of Canadian Archivists, Library and Archives Canada, Association des archivistes du Québec, and the Council of Provincial and Territorial Archivists, has developed the "Establishing a Framework for Reconciliation Action & Awareness within the Canadian Archival System" research project. Fundamental project goals are:

- 1) To identify, by working with Indigenous communities, how Canada's archives might move towards reconciliation, in light of both UNDRIP and UNJOP.
- 2) To produce recommendations for full implementation of the findings of the above research.
- 3) To design a reconciliation framework, in collaboration with Indigenous communities, which actively engages and includes Indigenous cultural memory-keepers, their perspectives and methodologies, within the Canadian archival system.

Additional anticipated outcomes include:

- 1) Full inclusion of the voices of Indigenous record-keepers / cultural memory keepers within Canadian archival discourse; and
- 2) Increased collaboration with Indigenous communities towards the respectful management of archival materials pertaining to them and their histories, but still in the custody of Canada's archives.

To achieve these goals, the following activities will be undertaken by Indigenous and non-Indigenous project researchers:

- A review of archival policies and practices existent across Canada, and a Canada wide survey of archival professionals to identify potential barriers to, or practices in support of, reconciliation efforts between the Canadian archival community and Indigenous record-keepers.
- An international literature review to assess discourse on related topics (i.e. reconciliation, participatory archiving, existing protocols & principles documentation, etc.).
- Outreach, dialogue and collaboration with Indigenous community representatives from tribal councils, cultural centres, and territorial governments across Canada whose responsibility it is to oversee programs pertaining to traditional Indigenous knowledge. Discussions will focus on how Canadian archives should manage Indigenous archival resources and programs, and how the Canadian archival profession can successfully include Indigenous record-keepers as archival "colleagues."
- Development of living protocols & principles and an overarching reconciliation framework through which to support the culturally appropriate management of Indigenous related materials held in care by Canadian archives and to address "Call to Action #70."

This **Project Action Plan** has been drafted to support and guide this research.

Identified Activities

Activity Overview	Activity Details
<p>1. Grant Writing & Identification of In-kind Support</p>	<p>1.1 Grant Research: Identifying suitable grant/sponsorship opportunities for which to apply</p> <p>1.2 Application: Submitted application for funding to the SSHRC Connection Grant program and the SSHRC Insight Grant program. SSHRC Insight Grant successful.</p> <p>1.3 Grant Administration: Report writing, ensuring funder recognition, disbursement of funds, contract writing, etc.</p> <p>1.4 In-Kind Support: Provincial/Territorial and National archival associations contacted and gifts of membership requested for Indigenous Partners as a gift of reciprocity in thanks for their time towards this project.</p>
<p>2. Establishing Community Connections</p>	<p>2.1 Canadian Archival Community Outreach:</p> <p>2.1.1 Recruitment of TF Members – call out to archivists across Canada (via list-serves) to submit expression of interest in participating in this project. Membership selected.</p> <p>2.1.2 Survey Notification –submit notification to archivists across Canada (via list-serves) explaining the intent of the survey and to request their participation. Draft a letter of introduction to the Canadian archival community (to precede survey dissemination). to be cross-posted to both anglophone and francophone archival list-serves across Canada.</p> <p>2.1.3 On-line Readiness Survey - to identify actions and attitudes towards reconciliation and de-colonization within a Canadian archival context; to provide a means through which relevant policies, services and</p>

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	<p>actual practice can be shared and discussed; to provide members with an opportunity for blue sky thinking. Draft survey questions. Survey link to be cross-posted to both Anglophone and Francophone archival list-servs across Canada. Will require Research Ethics Board approval.</p> <p>2.1.4 Data Compilation – summarize findings and include as appendices any existing policies and procedures currently in use within Canadian archival institutions.</p> <p>2.1.5 Review of Survey Results – to review and reflect upon the results of the survey: what it means in terms of the current archival landscape and strategic engagement going forward.</p> <p>2.2 Canadian Indigenous Communities Outreach:</p> <p>2.2.1 Recruitment of Indigenous TF Partners – Identify Indigenous archival and heritage professionals who may be interested in working with the TRC-TF and invite their participation.</p> <p>2.2.2 Protocol Development - Identify protocols for conducting research into communities (i.e. TCPS-2). Draft protocol document to be used by TF members as they commence outreach. Will require Research Ethics Board approval.</p> <p>2.2.3 Determine Clear Objectives - Identify objectives for communication (i.e. how many Indigenous community members are we hoping will work with us through this process?) as well as development of loose question structure.</p> <p>2.2.4 Extent of Engagement - Determine how many communities we need to contact in order to obtain a comprehensive overview of Indigenous perspectives on the way in which Canadian archives still act as colonial agencies.</p> <p>2.2.5 Identification - Identify isolated communities too remote for TF members to be able to visit in person, but whose input is important.</p> <p>2.2.6 Communication Strategy - Determine means through which we invite engagement, and draft a letter of introduction to be used by TF members as they commence outreach activities.</p> <p>2.2.7 Ensure Proper Representation – Ensure all required “umbrella” Indigenous organizations are well-represented in our contact list.</p> <p>2.2.8 Community Identification - Each TF member to identify Indigenous umbrella organizations within their assigned region, and individual communities with whom they have an existing relationship.</p> <p>2.2.9 Review and Critique of Outreach Process by Indigenous Partners</p> <p>2.2.10 Community Outreach - Each TF member to use preparatory materials to reach out to their identified community base.</p> <p>2.2.11 Data Compilation – All members responsible for writing up their own individual outreach summaries. Final Outreach Summary Report to then be drafted based on information gathered from all summaries.</p> <p>2.3 Needs Assessment – using summary reports created for both Indigenous and Archival Community outreach activities, identify areas of need for both communities through which a Reconciliation Framework would be beneficial.</p>
<p>3. Preliminary Research</p>	<p>3.1 Literature Search to span national and international archival discourse & existent discourse of a variety of multidisciplinary professions (i.e. library science, museum studies, social work, etc.) to identify: what has been done; what has worked and what has failed; and to identify decolonization strategies which might be successful within a Canadian archival context. Create a bibliography and a <i>brief</i> annotated bibliography of relevant materials.</p> <p>3.2 Data compilation – Create a Literature Review Report highlighting both recommendations and warnings based upon results of literature search</p> <p>3.2 Follow-up Dialogue:</p> <p>3.3.1 Identify and Locate Discussants - Collect names of authors/contributors to pertinent results identified in 3.1 and identify contact information.</p> <p>3.3.2 Identify Questions - Determine a set of generic and specific question for those individuals identified above.</p> <p>3.3.3 Commence Discussions - Engage in guided conversation with authors/contributors.</p> <p>3.3.4 Summarize Results - Identify and summarize any common themes or messages from dialogue in Author Dialogue Summary Report.</p>

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	<p>3.3 Data compilation – Add findings to Bibliography and Literature Review</p>
<p>4. Data Compilation</p>	<p>4.1 Data Synthesis: To consider the findings of both the literature search and the community outreach engagement process and how it will inform the creation of a Reconciliation Framework.</p>
<p>5. Draft Framework</p>	<p>5.1 Development: Concept development leading to drafting of a decolonization and reconciliation framework for the Canadian archival community. Work will lead to the identification and drafting of a Framework which will support the work of reconciliation between Indigenous nations, peoples, and communities, and archivists and archival organizations. This initial development will be done as a group activity during the Reconciliation Visioning Circle.</p> <p>5.1.1 Finalize Concepts & Create Draft – create comprehensive draft of evergreen protocols & principles. Entire TRC-TF to review and general consensus to be reached before First Draft ready for release for community input.</p> <p>5.2 Community Input Sought: Development of these documents will be an iterative process carried out by means of conversations and ultimately draft documents involving the participation of Indigenous partners/communities and the broader Canadian Archival community. Drafts will be disseminated via email either to individual partners or to community-list serves. Individual follow-up may also be required. Team to document findings and outstanding issues for review and incorporation into Draft documentation.</p> <p>5.3 Revisions: Input generated from the above activities will be considered and incorporated into the draft protocols and principles documentation.</p> <p>5.4 Final Draft Created.</p>
<p>6. Maintain and Encourage Community Engagement</p>	<p>6.1 Create a List of Recommendations: To identify opportunities which currently exist, or which could easily be put into place which would encourage and maintain the relationships built between Indigenous communities across Canada and Canadian archival communities. Must also to include advocacy opportunities.</p> <p>6.2 Promotional Work: Create communications materials to promote Framework, advocacy, and awareness. Begin brainstorming formats, means of dissemination, layouts, etc.</p>
<p>7. Prepare Final Report for SCCA Executive; Undertake Acknowledgements & Follow-up Stakeholders Meeting</p>	<p>7.1 Final Report: Compile all information gathered throughout this research process into a concise, yet comprehensive Final Report to be presented to SCCA along with the final evergreen draft of the Reconciliation Framework.</p> <p>7.2 Presentation to SCCA Executive.</p> <p>7.3 Follow-up & Acknowledgments: Once the Final Report, and Reconciliation Framework is endorsed by SCCA Executive (there may be some revisions required prior to endorsement), thank you letters need to be written and sent to TF members and their home institutions, along with copies of the Final Report and Reconciliation Framework.</p> <p>7.4 Final Act of Reciprocity: A final gift of reciprocity will also be presented to our Indigenous TF Members at this time.</p> <p>7.5 Protocol & Principles Follow-up Meeting with Stakeholders: This meeting will discuss the Reconciliation Framework and its identified actionable recommendations for future directions/opportunities for continued and respectful, multi-cultural engagement with Indigenous researchers, communities and recordkeepers.</p>
<p>8. Continue Outreach, Collaborations & Dissemination</p>	<p>8.1 Publication & Dissemination of Documentation: Once translation is complete, the Final Report and Reconciliation Framework to be circulated broadly. TRC-TF members encouraged to present at conferences across the country and abroad, engage in writing articles, and to participate in relevant workshops all in an effort to further disseminate the findings of this work. Publications to consider submitting articles to could include: <i>Archivaria (ACA journal)</i>; <i>The American Archivist</i>; <i>Comma: International Journal of Archives</i>; <i>Archives (AAQ journal)</i>; <i>First Nations Drum</i>; <i>First Nations Voice</i>; and <i>Windspeaker</i>.</p> <p>8.2 Support for Association of Canadian Archivists (ACA): As per SSHRC Insight Grant, provide support and grant monies to the ACA so they can re-develop their “Guide to Aboriginal Archives” originally published in 2007.</p> <p>8.3 Act on outreach recommendations identified through this project.</p>