APPLICATION INFORMATION REQUIREMENTS TEMPLATE FREQUENTLY ASKED QUESTIONS

Question	Answer
What are the key changes to this AIR?	The new template includes: • Clarification of information that must be in the AIR versus what is required in the application. • Additional information requirements relating to VCs selected for assessment, study area boundaries and methodology [in alignment with and direct reference to the Guideline for the Selection of Valued Components and Assessment of Potential Effects (VC Guidelines)] • New formatting and display make it clear where inputs are required, which text must remain and which information can be deleted. • Requirements and guidance for a plain language application summary which replace the requirements and guidance for an executive summary. • Hyperlinked references to emerging guidance and tools relevant to EAs (such as Heritage Effects, Public Consultation Guide, Substitution Details, Environmental Mitigation Policy and Tailings Management). • A new chapter is added to Part B to discuss CEAA 2012 Requirements (for Substituted Projects). • A revised Table of Concordance which includes more detail to easily locate information in the Application • Reliance on existing documents posted to ePIC helps to avoid repetition of information which is detailed in other documents (e.g. Proponent Description/Project Description, VC Selection Document – linking out to documents will be acceptable in several circumstances).
Why were these changes made?	The 2013 revisions to the template had pending items related to methodology. These are included in the most recent revisions. Experience with substitution, as well as the development of the Guidelines for Valued Components Selection and Assessment of Potential Effects (VC Guidelines) has informed the revisions to the template.

Who was engaged in developing the new template?	EAO operational and policy staff undertook the editorial revisions. The revised draft template was shared with proponents and working groups of projects at the AIR stage to seek user experience feedback prior to releasing the final template. The template will continue to be a living document and incorporate emerging approaches in EA and reference additional guidance as it becomes available.
Will projects currently at the AIR development stage be required to switch to the new template?	Projects should continue with the old template. However, project proponents are encouraged to review the new template for content and approaches which may be useful. Substituted projects in particular will benefit from the revised structure and supporting guidance. It is possible that some substituted projects with existing AIRs could require supplemental information to meet CEAA 2012 requirements.
Will there be more changes to the template?	The AIR template is a living document and may require amendments to reflect user feedback, evolving EA methodology and best practices, and government policy and direction. Future amendments will be tracked and clearly communicated.
When project proponents have differing approaches to meeting the requirements than articulated in the template how will these differences be addressed?	Any alterations to the requirements for what must be in the Application should be discussed with EAO and must be approved by the Project Lead. Any substantial variation may need to be discussed with the Executive Project Director. Black text in the AIR template articulates what will be required in the Application. Any changes to this text must be agreed to by EAO and clearly tracked in the draft AIR.
What role does the Valued Components Guidelines document play in the AIR?	The Valued Components Guidelines are a tool for selecting and assessing valued components potentially impacted by the proposed project.