

Government of Canada Program for International Polar Year 2007-2008

IPY Science and Research Projects

Call for Proposals

INSTRUCTIONS FOR APPLYING

CHECKLIST FOR A COMPLETE APPLICATION

Use the following checklist to ensure your application is complete:

Section 1	Application form summary
Section 2	Plain language summary of proposal for public release
Section 3	Collaborators
Section 4	Reviewer suggestions
Section 5	Budget Table 1: Detailed budget information for overall project
Section 6	Budget justification for overall project (free-form)
Section 7	Budget Table 2: Detailed budget information for the applicant and each co-applicant who would be receiving funds. (The sums of Table 2 should equal the sum of Table 1.)
Section 8	Budget Table 3: Contributions from supporting organizations
Section 9	Relationship to other research support (1 page, free form)
Section 10	Activity schedule
Section 11	Eligibility criteria
Section 12	Relevance form (1/2 page)
Section 13	Data management and communication form (1 page)
Section 14	Logistical requirements form (1 page + additional page for plan to obtain support)
Section 15	Community research participation form (1 page)
Section 16	Legacy and training of people form (1 page)
Section 17	Project and financial management form (1 page)
Section 18	Research ethics and regulatory approvals (free-form page outlining plans for obtaining approvals, as required)
Section 19	Environmental impact form (as required)
Section 20	Proposal (10 page limit, free form)
Section 21	Personal Data form (CV), required for the applicant and each co-applicant (3 page limit)
Section 22	Foreign collaborators' CVs (3 page limit), if they are directly involved in the project described in this application.
Section 23	Endorsement Letters from the IPY Joint Committee and the Principal Investigator

Note: Pages in excess of the number permitted will be removed.

One paper copy with all necessary signatures should be submitted to the Canadian IPY Program Office. In addition, one electronic copy must also be submitted, either as an email attachment, or included with the paper version (Word, WordPerfect or PDF documents are preferred, on diskette or CD).

Whom should I contact if I need help and to whom do I mail the application package?

International Polar Year - Canadian Program Office
Federal Secretariat
Indian and Northern Affairs Canada
10 Wellington Street, 7th Floor
Gatineau, QC, Canada
K1A 0H4

E-mail (preferred method): API-IPY@ainc-inac.gc.ca

Phone : (819) 953-2007

Fax : (819) 953-9066

General Instructions

- Please refer to the Government of Canada IPY Program for IPY Science and Research Projects – Call for Proposals Program Description for information about eligibility and relevance criteria, evaluation criteria, and application deadlines.
- If you are applying for more than one IPY Science and Research Project, complete a separate application for each.
- Please consult and use the forms that accompany these Instructions for Applying. All applicable forms must be completed.

General Presentation

When you prepare your application, supporting materials and attachments, follow these guidelines:

- Print must be in black ink and of letter quality.
- Text must be single-spaced, with six lines per inch or less.
- If you use a type size measured in pts, it must be 12 pts or larger. The preferred font is Times New Roman regular 12 pt.
- If you use a type size measured in cpi, it must 10 cpi or less.
- Condensed font, and applications completed strictly in italics, are not acceptable.
- Please prepare your proposal in Word, WordPerfect or PDF format.

Attachments – free-form:

- Use white paper, 8 1/2 x 11 inches (21.5 cm x 28 cm), portrait format, with a single column, unless specified otherwise.
- Set margins at 0.75 inches (1.9 cm) or more all around.
- Enter your name at the top of every page, within the set margins.
- For multi-page attachments, number your pages sequentially.
- Print on one side of the page only.
- The maximum number of pages allowed is indicated in the instructions.

Note: All text, including references, must conform to these standards. Incomplete applications and/or applications that do not meet the presentation standards may be rejected or be at a disadvantage in comparison with those that are complete and respect the presentation standards. Avoid using acronyms and abbreviations unless you explain them fully.

Collection and Use of Personal Information

The information you provide in your application is collected under the authority of the Federal [Access to Information Act and Privacy Act](#) (ATIP).

The information is stored in a series of data banks described in *Info Source*. Details on the use of this information are provided in the [Access to Information Act and the Privacy Act](#) (ATIP).

Section 1 APPLICATION FORM SUMMARY

All sections of the this form must be filled out.

Title of proposal

The title will be used for publication purposes. It should describe the subject of the research to be supported. It should not contain a company or trade name. Spell out scientific symbols and acronyms.

Research themes and areas

Indicate which of the six international IPY themes and which of the Government of Canada IPY Program research priority areas and sub-themes are addressed in your proposal.

Key words

Provide a maximum of 10 key words that describe the proposal.

Certification and licensing requirements

Applicants and co-applicants must adhere to ethical guidelines, traditional and community research protocols, national, territorial, provincial and Indigenous government regulations and policies, including licensing, as appropriate. (See also Section 18, Research Ethics and Regulatory Approvals.) If any of the phase of the research activities take place outside of an office or laboratory, it may require an environmental assessment, through the Canadian Environmental Assessment Agency¹. If the research takes place in the Yukon, Northwest Territories or Nunavut it may be subject to the environmental assessment process applicable in that region. These requirements will need to be satisfied as part of the terms of support, and in some cases funds may be withheld until the necessary approval has been obtained.

The onus is on the applicant to determine what certification, licensing, environmental assessment or other regulatory approval is required for the proposed research to proceed. The following sections describe what approvals may be required, and suggests that appropriate venue for seeking the required certification.

If you still have questions about what the regulatory requirements may be for your proposed research, please contact the Canadian IPY Program Office.

¹ www.ceaa-acee.gc.ca/index_e.htm

IPY Canadian Program Office
Federal Secretariat
Indian and Northern Affairs Canada
10 Wellington Street, 7th Floor
Gatineau, QC, Canada,
K1A 0H4
By e-mail (preferred method): API-IPY@ainc-inac.gc.ca
By Phone: (819) 953-2007
By fax: (819) 934-0584

Research Involving Humans

Applicants may propose whichever ethical guidelines and ethical approvals they believe are needed and are adequate to their proposed research. Often this will depend on the sector in which the applicant is working: academic applicants, for example, will likely need to rely on the policies and procedures set out in the *Tri-Council Policy Statement on Ethical Conduct for Research Involving Humans*.²

Where applicable, applicants may, however, also propose to secure approvals through various community research protocols and professional guidelines, such as:

- *Code of Research Ethics* (1999), First Nation and Inuit Regional Longitudinal Health Survey
- *Guidelines for Responsible Research*, Northern Contaminants Program (NCP)³
- *Ethical guidelines for research*, Appendix E in Report of the Royal Commission on Aboriginal Peoples, Vol 5 (1996, updated 2004)⁴
- *Ethical Principles for the Conduct of Research in the North*, Association of Canadian Universities for Northern Studies⁵
- *Ethics Guidelines for Aboriginal Communities Doing Healing Work*, Aboriginal Healing Foundation (2002).
- *Ownership, Control, Access and Possession (OCAP) principles*⁶
- *Principles and elements for a comprehensive Arctic policy*, Inuit Circumpolar Conference, Centre for Northern Studies and Research (1992)
- *Protocols & Principles For Conducting Research in an Indigenous Context*, Indigenous Governance Programs, University of Victoria⁷
- *Respectful Treatment of Indigenous Knowledge*, Government of Ontario Aboriginal Healing and Wellness Strategy⁸
- *Some Existing Policies and Procedures for the Conduct of Research in Alaska and the Arctic*, University of Alaska, Fairbanks⁹
- *Statement of Principles for Ethical Conduct Pertaining to Aboriginal Peoples*, Canadian Archaeological Association
- *Traditional Knowledge Guidelines*, Council of Yukon First Nations¹⁰

Environmental Impact

Please see Section 19, Environmental Impact.

² www.pre.ethics.gc.ca/english/policystatement/policystatement.cfm

³ www.ainc-inac.gc.ca/ncp/calprop/calprop0607/gui_e.html

⁴ www.ainc-inac.gc.ca/ch/rcap/sg/sgmm_e.html

⁵ www.yukoncollege.yk.ca/~agraham/ethics.htm

⁶ www.naho.ca/firstnations/english/ocap_principles.php

⁷ web.uvic.ca/igov/programs/masters/igov_598/protocol.pdf

⁸ www.cfcs.gov.on.ca/CFCS/en/programs/SCS/AboriginalHealingandWellness/default.htm

⁹ www.uaf.edu/uafgov/faculty/Classified_Research/SubReport.pdf

¹⁰ www.contaminants.ca/done/index.html

Research Requiring the Use of Animals

Researchers who use animals in their research – any vertebrates and certain invertebrates, in particular, cephalopods (octopi and squid) – must adhere to the policies and guidelines of the Canadian Council on Animal Care (CCAC) as published in the two-volume *Guide to the Care and Use of Experimental Animals*, which can be found on the [CCAC Web site](#).

Research Involving Biohazards

Researchers who are conducting, or propose to conduct, research involving biohazards must adhere to the standards outlined in the *Laboratory Biosafety Guidelines*, 3rd Edition, which can be found on the [Public Health Agency of Canada Web site](#).

Researchers are responsible for ensuring that all laboratory and other research personnel are aware of any hazards (e.g., handling of chemicals, diving, etc.) that may be encountered in the course of the research. Personnel must be adequately trained, and appropriate protective procedures must be enforced.

Research Involving Radioactive Materials

Applicants carrying out research using radioactive materials must comply with all Canadian Nuclear Safety Commission (CNSC) regulations, recommended procedures, and safety precautions governing the use of such materials in Canada. This information is available on [CNSC's Web site](#), or by calling 1-800-668-5284.

Researchers Working with Collections

Research collections are a significant part of the scientific and cultural resources of Canada and contain irreplaceable scientific, humanistic, social, and cultural data. Housed in government departments and agencies, including museums, research collections have been organized and maintained with the express purpose of being available for research. These collections are the repositories of the national collections and datasets for all of Canada including the North. They are accessible to all researchers wishing to use them and can be called upon at any time. Often, they are the starting point for research into Northern or difficult to reach areas. Agency-funded research programs working with university-based collections have not always had guidelines for long-term preservation and maintenance of material, therefore a framework document was developed to clarify expectations on the care and maintenance. The framework document can be found at http://www.nserc.gc.ca/programs/framework_e.htm.

Licenses for Research in the Yukon, the Northwest Territories and Nunavut

All researchers doing research in the Yukon, the Northwest Territories and Nunavut must be licensed. The license requirements apply to all government, university or private-sector research. Northern-based researchers and members of northern communities must comply with licensing requirements. Those working on projects led by government researchers must ensure that all procedures have been followed to obtain licenses. Failure to comply with the regulations may result in refusal of permission to publish data under terms of intellectual property rights and land claims legislation.

Information about license requirements for research in the Northwest Territories may be obtained from:

Manager, Research Services
Aurora Research Institute
191 Mackenzie Road
P.O. Box 1450
Inuvik, Northwest Territories
X0E 0T0
Tel.: (867) 777-3298
Fax: (867) 777-4264
E-mail: director@nwtresearch.com
Web site: <http://www.nwtresearch.com>

Information about license requirements for research in Nunavut may be obtained from:

Manager, Research Liaison
Nunavut Research Institute
P.O. Box 1720
Iqaluit, Nunavut
X0A 0H0

Tel.: (867) 979-7279
Fax: (867) 979-4681
E-mail: mthomas@nac.nu.ca
Web site: <http://pooka.nunanet.com/~research/reslicensing.htm>

Information about license requirements for research in the Yukon may be obtained from:

Manager, Heritage Resources Unit
Cultural Services Branch
Department of Tourism and Culture
Government of Yukon
Box 2703
Whitehorse, Yukon
Y1A 2C6

Tel.: (867) 667-5386
Fax: (867) 667-8023
E-mail: jeff.hunston@gov.yk.ca
Web site: <http://www.yukonheritage.com/>

Research in the North should be governed by a set of ethical principles (see *Ethical Principles for the Conduct of Research in the North*, Association of Canadian Universities for Northern Studies 1998). Communities in the North are fully advised on their rights with respect to research on their land, e.g., *Negotiating Research Relationships: A Guide for Communities* (prepared by the Nunavut Research Institute and Inuit Tapirisat of Canada 1998). Researchers should consult these documents and contact the above addresses to get more information on licensing procedures.

Signatures

The Principal Applicant and the authorized officer of the applicant's employing or reporting organization must sign the application and adhere to the statements in the section "What do the signatures on the application mean?" below.

Co-applicants and signatures

For group applications, list each co-applicant's name, role or job title and organization name. Each co-applicant must sign the application and adhere to statements in the section "What do the signatures on the application mean?"

Co-applicant's organizations and/or supporting organizations

Enter information about each co-applicant's organization's signing officer (other than the organization of the principal investigator) or the authorized representative(s). A signature must be provided by each co-applicant's organization's signing officer, or the authorized representative of the supporting organization.

What do the signatures on the application mean?

One copy of the application must bear the original signatures of the applicant and co-applicant(s), authorized officer of the organizations. If the applicant is normally the signing authority for the organization, another senior official must sign instead.

The signature of the applicant confirms that the applicant:

- accepts the terms and conditions of the contribution as set out in these documents;
- will use the contribution only for the purpose for which it is awarded;
- will inform the IPY Canadian Program Office of changes in eligibility status or in the nature of the research that may have an impact on certification or approvals for research involving humans, animals or biohazards, environmental assessments, financial reporting and other related policies;
- will meet reporting requirements specific to the contribution;
- agrees to comply with the policies and guidelines regarding ethics, animal care, biohazards, and research activities having potential effects on the environment;
- understands the [Access to Information Act](#) and the [Privacy Act](#) as they pertain to application information;
- will acknowledge, wherever possible, the Government of Canada's funding assistance for the research;
- certifies that the information provided in the application is complete, accurate and consistent with organizational policies to the best of the applicant's knowledge. The provision of false or inaccurate information may result in sanctions, including the termination of funding and disentanglement from eligibility for future funding and
- accepts the following two conditions of funding:
 - should the applicant decide to pursue commercialization of any results of the research funded in response to this application, he or she will disclose to his or her organization any potential intellectual property arising from the research; and
 - if the applicant discloses any potential intellectual property arising from the research, he or she and the organization will endeavour to obtain the greatest possible economic benefit to Canada from the resulting commercial activity.

Note: The above requirement for disclosure is not intended to supersede the intellectual property ownership policy that the organization might already have in place.

In addition, if the applicant is a current or former (in the last twelve months) public office holder or public servant in the federal government, the applicant also certifies that he or she:

- respects and complies with the [Values and Ethics Code for the Public Service](#).

The signatures of the co-applicants confirm that they:

- also agree to the above; and
- agree that the applicant can administer the contribution on behalf of the group/team.

The signatures of the organization's authorities certify that:

- the organization will abide by the roles and responsibilities as set out in these documents;
- the applicant has met or will meet the eligibility requirements;
- the organization agrees to comply with data protection requirements and has adequate safeguards in place to protect sensitive information entrusted to it for the purpose of administering applications and awards; and
- if the applicant discloses any potential intellectual property arising from the research, he or she and the organization will endeavour to obtain the greatest possible economic benefit to Canada from the resulting commercial activity.

Note: The above requirement for disclosure is not intended to supersede the intellectual property ownership policy that the organization might already have in place.

The signatures of authorized officers of other supporting organizations certify that the organization:

- agrees with the content of the application and will provide the committed resources; and
- agrees to the release of the public summary of the award and to the publication of the organization's name as a supporter of the initiative.

If you are both the applicant and a principal of a collaborating company or organization, another senior official must sign on behalf of the organization.

Section 2 PLAIN LANGUAGE SUMMARY OF PROPOSAL FOR PUBLIC RELEASE

The summary is intended to explain the proposal in language that the non-scientific public can understand. Using simple terms, briefly describe the nature of the work to be done. Indicate why and to whom the research is important, the anticipated outcomes, and how your field, Northerners, and Canada as a whole will benefit. The summary should answer the following questions: What is the proposed work? What questions is it attempting to answer and why? Where and when will the work be done? Indicate international partnering and significance. How will it involve/help Aboriginal peoples and other Northerners? What are the expected results?

Section 3 COLLABORATORS

A collaborator is a member of the research team who is not eligible or will not be receiving Government of Canada IPY Program support. He/she must be qualified to undertake research independently. A collaborator is expected to contribute to the overall intellectual direction of the research project or program of research and to bring his/her own resources to the collaboration. Examples of collaborators are investigators from other countries. Please list the collaborators to your project in the Section 3 Collaborators form.

If the collaborator's organization (Canadian or foreign) is contributing support in the form of in-kind or cash, describe these contributions in a letter of support and in Budget Table 3 (see Section 8, Contributions from Supporting Organizations).

Section 4 REVIEWER SUGGESTIONS

Suggest the names of five reviewers, not in conflict of interest with the proposal, that are competent to assess the technical, cultural or social aspects of the proposal. This list should include experts from the academic community, government, community organizations, non-governmental or industrial sector.

Give the name, complete mailing address, telephone and facsimile numbers, e-mail address, and the area(s) of expertise of potential reviewers.

Reviewers should be able to review the proposal in the language in which it is written.

You may also request in a cover letter that some individuals or companies not be involved in the review of your application.

Conflict of Interest

Suggested reviewers **must not**:

- be from the same organization as the applicant(s); exceptions would include large government departments or other large, geographically dispersed organizations whereby in those cases, reviewers must not be in the same geographical location
- have been a research supervisor or graduate student of the applicant(s) within the past six years
- be providing letters of support for the application
- have collaborated with the applicant(s) within the past six years or have plans to collaborate in the immediate future
- be an employee of an organization with which the applicant has collaborated within the past six years, or
- be in any other potential conflict of interest (e.g., personal, financial).

Sections 5, 6, 7 PROPOSED EXPENDITURES

Before completing Budget Tables 1, 2 and 3, read the instructions and consult "Use of Funds" below for information about the eligibility of expenditures and the regulations governing the use of contributions.

Fill out Budget Table 1 for the overall project proposed expenditures and attach information on budget justification in a free-form document. There is no limit on the number of pages to justify the budget. The applicant and each co-applicant who would be receiving funds must also fill out Budget Table 2 to indicate the level of expenditures and requests for themselves. Only cash expenditures should be included. The sums of Table 2 should equal the sum of Table 1.

Proposals may request up to 5 years of funding for IPY science and research projects. Proposed projects can start before March 1, 2007 and end after March 1, 2009, but should cover one or both of the two IPY years (2007 and 2008). At least 80% of the funding request must be within the 2007/08 and 2008/09 fiscal years.

The budget must include details for each project year for which support is requested. Provide sufficient information to allow reviewers to assess whether the resources requested are appropriate. The level of

funding requested must be clearly explained and justified. Provide a detailed explanation and justification for each budget item identified below:

Salaries and benefits

Give the names (if known), categories of employment and proposed salaries (including non-discretionary benefits) of students, guides, field support staff, postdoctoral fellows, Aboriginal students and other research staff, or support personnel. Briefly describe the responsibilities for each position and indicate the percentage of their time they will be spending on this project over its time-span.

Equipment or facility

Requests for the purchase or renting of equipment will be considered only if the equipment is essential for the project. Give a breakdown of the items requested, models, manufacturers, prices, and applicable taxes. Justify the need and urgency for each piece of equipment requested in terms of the research described in the Research Proposal section. You must provide quotations for items or systems requested.

For existing equipment or facilities required to conduct the research, indicate the costs associated with the operation and maintenance of the equipment or facilities. User fees to be paid for the use of equipment or a facility should be described (e.g., hours and rate).

Materials and supplies

Provide details and explain major items related to the research. For laboratory analyses, describe the laboratories being used to conduct any analyses by providing the name of the laboratory, the individual cost of analysis per sample, the quality assurance/quality control methods and procedures to be used and if the laboratory is currently taking part in a QA/QC Program or is willing to do so.

Travel

Explain briefly how each activity relates to the proposed research.

Data management and communication

Provide details of adhering to the [IPY Data Policy](#), such as the setting up or maintaining databases. Provide details of publication costs, community meetings, user workshops or other activities.

Overhead and administrative expenses

Describe the expenses required for the administration and management of the project and award.

Other expenses

List all items not relevant to previous categories and provide a brief explanation for major items.

Use of Funds

Preamble

The following are guidelines to assist investigators and organizational administrators in their interpretation of the acceptable use of public funds. The list of examples is not exhaustive. Researchers are encouraged to communicate with the IPY Canadian Program Office for further assistance.

General Principles

Federal funds must contribute towards the direct costs of the research program or project for which the funds were awarded. The applicant's organization are expected to provide for indirect or overhead costs, such as the costs associated with facilities and basic utilities, the purchase and repair of office equipment, administration fees, insurance for equipment and research vehicles, and basic communication devices such as telephones, fax machines, etc.

The funds must be used effectively and economically, and the expenses must be essential for the research supported by the award.

Contributions to shared expenses must be directly attributable to the funded research program or project, and agreed to and authorized by the recipient(s) of the funds.

Treasury Board guidelines, e.g., per diem rates (travel) must not be exceeded. The Canadian IPY Program Office relies on organizations' research integrity and conflict of interest policies to ensure the accountable and responsible use of public funds.

The organization has the right and responsibility to withhold approval of expenses proposed by a recipient that contravene program regulations or organizational policies.

Compensation-Related Expenses

Notes: Persons paid from IPY Canadian Program Office awards are not considered IPY Canadian Program Office employees, scholars or fellows.

Institutional non-discretionary benefits normally include long- and short-term disability insurance; life insurance; pension benefits; medical, vision and dental care benefits; and maternity leave.

Eligible Expenses

- Salaries*, stipends*, and related federal, provincial and institutional non-discretionary benefits for research work performed by research personnel
- Visiting researchers' stipends are limited to a maximum of \$2,000 per month, not including travel and subsistence costs.
- Salaries*, stipends*, and related federal, provincial and institutional non-discretionary benefits for work performed by research personnel, support staff and other personnel (i.e., administrative personnel, summer students, research associates, technicians)

* Canada Revenue Agency regulations.

Other types of eligible compensation-related expenses

- Consulting fees
- Fees paid to research subjects, such as modest incentives for participation, where ethically acceptable
- Salary of Elder(s) /knowledge holder(s)
- Fees for guides and other field support staff
- Subcontract costs
- Clerical salaries directly related to dissemination activities, including manuscript preparation
- Professional fees for guest lecturers
- Research time release costs
- Knowledge transfer costs
- Project management costs

Non-Eligible Expenses

- Any part of the salary, or consulting fee, to the recipient or to other persons whose status would make them eligible to apply for federal granting agencies grants
- Any part of the salary, or consulting fee, to federal employees already covered by A-base budgets
- Discretionary severance and separation packages
- Payments to practicing clinicians who wish to participate in the research on a part-time basis, or to individuals who wish to participate in the research as an investigator and who at the same time receive remuneration for teaching or service work

Travel and Subsistence Costs

Eligible Expenses

- Travel and subsistence costs (meals and accommodation) include reasonable out-of-pocket expenses for field work, research conferences, collaborative trips, archival work and historical research, for the recipient, research personnel, students and colleagues working with the researcher and visiting researchers (in accordance with Treasury Board guidelines)
- Air travel must be claimed at the lowest rate available in accordance with Treasury Board guidelines, not to exceed full economy fare
- Travel cancellation insurance
- All expenses claimed must be in accordance with Treasury Board guidelines (http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/menu-travel-voyage_e.asp)

Other types of eligible travel expenses

- Elder travel
- Travel related to consultations
- Child care or babysitting expenses while a nursing mother or single parent is travelling. The eligible cost for a single parent is limited to overnight child care costs incurred while travelling
- Safety-related expenses for field work, such as protective gear, immunizations, etc.
- Relocation costs for eligible research personnel and their immediate family members; travel costs up to economy airfare
- Entry visa fee (for collaborators and/or research personnel) when required for the purpose of research

Non-Eligible Expenses

- Commuting costs between the residence and place of employment or between two places of employment
- Passport and immigration fees
- Costs associated with thesis examination/defense, including external examiner costs
- Reimbursement for airfare cost purchased with personal frequent flyers points programs

Equipment and Supplies

Eligible Expenses

- Research equipment and supplies
- Travel costs to visit manufacturers to select major equipment purchases
- Transportation costs for purchased equipment
- Extended warranty for equipment
- Brokerage and customs charges for the importation of equipment and supplies
- The costs of training staff to use equipment or a specialized facility
- Maintenance and operating costs of equipment and vehicles used for research

Non-Eligible Expenses

- Insurance costs for equipment, research vehicles

Computers and Electronic Communications

Eligible Expenses

- Computers, modems, and other hardware and software required for the research
- Monthly charges for the use of the Internet from the institution or the home only when this service is required for the purpose of research and not normally provided by the institution free of charge
- Cellular phones when they are necessary for data collection

Non-Eligible Expenses

- Standard monthly connection or rental costs of telephones
- Connection or installation of lines (telephone or other links)
- Voice mail, cellular phone, Personal Digital Assistant (PDA) (e.g., BlackBerry, Palm Pilot, Pocket PC) rental or purchase
- Library acquisitions, computer and other information services provided to all members of an organization

Dissemination of Research Results

Eligible Expenses

- Costs of developing Web-based information, including Web maintenance fees
- Costs associated with the circulation of findings, i.e., through traditional media as well as videos, CD-ROMs, etc.
- Page charges for articles published
- Costs of preparing a research manuscript for publication

- Translation costs
- Costs of holding a workshop, seminar, or community meeting, the activities of which relate directly to the funded research (including refreshments or meal costs)

Services and Miscellaneous Expenses

Eligible Expenses

- Recruiting costs for research personnel, such as advertising and airfare for candidates, etc.
- Safety waste disposal costs
- Costs for the purchase of books or periodicals, specialized office supplies, computing equipment and information services not formally provided by the applicant's organization to all its staff
- Costs involved in providing personnel with training and/or development in novel techniques required for the conduct of the research project
- Hospitality costs (refreshments or meals) for networking purposes and research-related activities
- Costs of membership in professional associations or scientific societies if direct economic benefits to the research program/project
- Costs of moving a lab
- Costs related to professional training or development, such as computer and language training

Non-Eligible Expenses

- Costs of alcohol
- Costs of entertainment, hospitality and gifts, other than those specified above
- Costs of basic services such as heat, light, water, compressed air, distilled water, vacuums, and janitorial services supplied to all laboratories in a research facility
- Insurance costs for buildings or equipment
- Monthly parking fees for vehicles, unless specifically required for field work
- Sales taxes to which an exemption or rebate applies
- Costs of regular clothing
- Patenting expenses

Section 8 CONTRIBUTIONS FROM SUPPORTING ORGANIZATIONS

Fill out Budget Table 3 and provide an explanation of the cash and eligible in-kind contributions; use an additional page if necessary.

Canadian or foreign organizations or collaborators participating in a research project or bringing their own resources (cash or in-kind) to their portion of the research project must describe these in a letter of support. Use this section to report the contributions committed by the supporting organization(s)/partner(s) to the research project.

Provide the information for each supporting organization/partner.

List the resources the supporting organization will provide to support the proposed activities including:

- the cash contribution to direct costs of research
- the in-kind contribution to direct costs of research (donations of services, materials, and equipment)
- the in-kind contributions to indirect costs
- an indication of the amount paid for overhead

Letter of support

Letters of support are required from organizations providing cash or in-kind support. The letter of support from the organization must be attached and must describe:

- the organization's support of and agreement with the proposal submitted
- the reasons for being involved in the proposed collaboration
- how the organization expects to benefit from the anticipated outcomes
- the potential for benefit to Canada, especially Northern Canada
- the anticipated nature and extent of the interaction of the organization's personnel with researchers associated with the application, and
- the contribution to the direct costs of the research, in-kind and/or in cash, as stated in the research proposal

Section 9 RELATIONSHIP TO OTHER RESEARCH SUPPORT

Any relationship and/or overlap, conceptual or financial, with work supported by other funding sources must be explained. Use additional pages to provide the following information:

- Clear and concise information on the conceptual and budgetary relationship or difference between this application and **all other support (currently held or applied for)**. Also explain perceived duplication in funding or, if applicable, indicate how the application complements research funded by other sources.
- For each other source of funds currently awarded or applied for, clearly describe the main objective, and provide a brief outline of the methodology, budget details, and details on the support of personnel. In addition, the relationships to the application must be explained. Such information may be provided, for example, in the form of a brief summary of the necessary details for each contribution.
- If you need to provide a summary and budget page from other proposals or projects, use the Other Documents section.
- Other sources of support include grants and contributions from funding agencies, organizations, private sector, university start-up funds, research Chairs, the primary place of employment, and other government research support.

The onus is on the applicant to provide sufficient information to enable the reviewers to evaluate the relationship with other sources of support and to recommend the appropriate funding level. The consequence of not providing adequate information to assess the relationship to other research support is that the reviewers may recommend reduced or no funding.

Section 10 ACTIVITY SCHEDULE

Provide a brief description of activities to be carried out over the life of the project.

List the activities/steps required to achieve the objectives for each year of the project.

Indicate the start and end dates for the activities leading to the milestones as well as the major results expected.

- The milestone definition and the work plan will be used to assess whether a project is feasible and whether the available resources are adequate to complete it on schedule.

Section 11 ELIGIBILITY CRITERIA

Please ensure you include the following information within your application form:

- Each applicant or co-applicant must be employed by or be part of the organizational structure of a Canadian organization that (1) is a recognized legal entity in Canada; (2) has acceptable accounting systems and financial controls in place to administer the funds as demonstrated by the annual conduction of financial audits; (3) supports the proposal as indicated by a signature from an authorized officer. Possible organizations include educational and academic institutions; government departments and agencies (federal, provincial, territorial, regional, municipal, Aboriginal); businesses and industries and their professional associations; not-for-profit, non-governmental organizations; community groups (aboriginal communities or organizations, voluntary groups, community organizations, associations and institutions).
- Research must take place between April 1, 2006 – March 31, 2011 and include the IPY 2007-2008 time frame (March 1, 2007 - March 1, 2009).
- Applicants and co-applicants must be willing to adhere to ethical guidelines, traditional and community research protocols, national, territorial, provincial and Indigenous government regulations and policies, including licensing, as appropriate. Signature on the application is considered an indication of this willingness. These requirements will need to be satisfied as part of the terms of support; and
- Proposals must involve cross-sectoral partnerships, e.g., between federal departments, federal agencies, academia, other governments, Northern and/or Aboriginal organizations, communities, other countries, non-government organizations, and/or industry.

Section 12 RELEVANCE FORM

This form assists in determining the evaluation criteria specific to the relevance identified in the Government of Canada for IPY science and research projects Call for Proposals as stated below:

- How does the research make significant advances within one or both of the two science priorities of 1) science for climate change impacts and adaptation, and/or 2) health and well-being of Northern communities, as described in the Program Description?
- Has the project been internationally endorsed; how does the project link with an internationally endorsed project full proposal; and how does the project contribute to international collaboration? (Letters from the IPY Joint Committee and the Principal Investigator of an internationally endorsed project, confirming these endorsements must be submitted by the applicants before a funding decision is made.)
- How will the project contribute to the policy and socio-economic issues noted in the Call for Proposals?
- What is the interdisciplinary/multidisciplinary nature of the proposal?
- Is the project taking place within the IPY 2007-2008 time frame?
- What is the involvement of cross-sectoral partnerships within the project, e.g., between federal departments, federal agencies, academia, other governments, northern Aboriginal organizations, communities, other countries, non-government organizations, and/or industry?
- Does the research have a geographic focus on the Earth's polar regions? (Studies in any region will be considered as long as the proposal addresses the objectives of this call for proposals and meets the criteria.)

The applicant must describe how the research proposed will address relevance as identified above in the space provided on the form.

Section 13 DATA MANAGEMENT AND COMMUNICATION FORM

The Data Management and Communication form allows the applicant to describe in one page how the research proposed will address the following:

- how the plan complies with the [IPY Data Policy](#)
- a viable and appropriate plan or approach for education, outreach and communication activity, especially with Northern communities; the plan should take into account the need to communicate significant research findings to affected Northern communities before being released in the South
- plans for promoting IPY activities and results
- plans for translating and communicating the research results in a format appropriate for Northern communities
- plans for communicating research results to other relevant national and international fora, and
- effective planning around any questions about ownership, storage and use of research materials, data (including personal health information), interviews, recordings or media productions.

If applicable, discuss plans for the protection and disposition of intellectual property; include a copy of any research or intellectual property agreement that exists between the participating organizations. Applicants must agree to comply with the Intellectual Property requirements of the IPY, including the data management policy, as well as the UN Biodiversity Protocol Policies Access and Benefits Sharing Clauses.

Section 14 LOGISTICAL REQUIREMENTS FORM

Use this form to describe the requirements for logistics for vessels, aircrafts, field stations and, on an additional page, include a plan to obtain support for these logistical requirements. Within the one-page logistical requirement form, the following should be addressed:

Ship Time Requirements

a) Dates, Duration and Related Costs of Cruise

Identify the proposed dates for the research mission(s) (start/end dates). If the vessel requested is operated by the Canadian Coast Guard the estimated cost will be provided by CCG. If the mission is to be supported by a chartered vessel provide the proposed dates, suggested vessel(s), owner (if known), and estimated cost of the charter.

b) Geographical Location and Cruise Specifications

Identify the geographical region(s) where the proposed work is to take place. A cruise plan must be provided indicating the approximate boundaries, if it is proposed for a general area (latitudes and longitudes), the proposed cruise track and a description of the work to be done. If possible please indicate any port calls for exchange of scientific personnel, changing of equipment, etc.

c) Canadian Coast Guard Ships or DFO Small Craft Requests

For Canadian Coast Guard ships, please indicate the vessel name (if specifically needed) or type (i.e. 1300, 1200, 1100) by referring to the Coast Guard fleet description on the DFO web site (internet or intranet). Indicate specific needs for ship-fitted equipment (i.e. power/water hook-ups for containers, winches, A-Frames, launches, ship's navigation/communications, etc.) and/or scientist-provided equipment (specialized winches, container labs, etc.). Coast Guard icebreakers carry an MBB BO 105

helicopter during the regular operating season. If you requires a helicopter for your project please indicate the nature of that support (distance from ship, number of passengers, payload, duration of flying missions, etc.) Also note that application for land-based or rotary-wing aircraft support should be made through the Polar Continental Shelf Project. For non-Coast Guard DFO small craft operated by qualified DFO personnel, indicate the type of small craft, its availability and your experience in conducting scientific operations from such craft.

Detailed information on the Canadian Coast Guard (CCG) fleet can be obtained on their website at: <http://www.ccg-gcc.gc.ca/>.

d) Ship Time Requests on other Vessels

If the proposal is part of an international project through which ship time is to be provided by another country/agency, please indicate the vessel name, operating agency, cost for ship time and other logistics attributable to your proposal and arrangements for the provision of funds to the operating agency/research organization, etc.

For charters of Canadian-registered vessels, please provide pertinent information on vessel name (if known), owner/operator (if known), your experience with operations conducted from this vessel or vessel type. The proposal should provide proof that the proposed vessel(s) will be crewed and operated in conformance with the pertinent sections of the *Canada Shipping Act*. The Canadian Coast Guard reserves the right to conduct an inspection of the proposed vessel to ensure it conforms to the pertinent sections of the *Canada Shipping Act* and meets the requirements of the Fleet Safety Manual and Coast Guard Fleet Order pertaining to charters, any cost for which will be attributed to the cost of the proposal.

e) Number of Supernumeraries

Indicate the number of scientists, technicians, northern community members and other people taking part in the proposed mission(s) and the duration of their participation (e.g., for long missions).

The numbers should be broken out by:

- Canadian Federal Employees (Department of Fisheries and Oceans, Other Government Departments)
- University, Provincial, Territorial or other Private Sector Participants
- Northern Community Members
- International Participants (including country)
- Others

For joint projects with other organizations (non-federal government and international) indicate the proposed arrangements for sharing the cost of ship time and other logistics. Final cost estimates and the instrument for transferring funds to the Canadian Coast Guard will be drawn up by the Canadian Coast Guard in consultation with the applicant.

Aircraft Requirements

Identify the proposed dates for the research mission(s) (start/end dates). Identify the geographical region(s) where the proposed work is to take place. Describe the types of aircraft that would be required to reach the research site and to conduct the research. Identify the cost per hour or day and the amount of time required.

Field Stations

Identify the proposed dates for the research mission(s) (start/end dates). Identify the geographical region(s) where the proposed work is to take place. Describe the type of facilities or field stations that would be required to conduct the research. Identify the cost per day or week and the amount of time required.

Other Logistical Requirements

Describe and explain the need for other logistical requirements and the cost associated with this.

Section 15 COMMUNITY RESEARCH PARTICIPATION FORM

This form assists in determining the evaluation criteria specific to the involvement of Northerners identified in the Government of Canada Program for IPY Science and Research Projects Call for Proposals.

- effective plans for consultation with and involvement of Northern communities and organizations, particularly Indigenous ones, in the planning, conduct, and dissemination of the research, including progress achieved so far
- relevance of the proposed research and training to the needs and priorities of Northerners, particularly Indigenous Northerners
- degree to which traditional knowledge is included in the proposal and the plans for inclusion of traditional knowledge in the research, as appropriate
- appropriate communication of research plans and research results to Northern communities and organizations (in local languages as needed)
- demonstration that the current strengths and capacities of the Northern communities involved have been assessed and will be utilized and developed as part of the research project, if appropriate; and
- synergy between research objectives and Northern priorities.

Community research participation

The Government of Canada Program for IPY is designed to generate research results that will produce a better understanding of key environmental, health, social, cultural and economic policy questions fundamental to effective policy development at all levels of government in Canada.

This focus on research innovation and practical policy value leads to the program's emphasis on highly collaborative research involving interdisciplinary, multinational and multi-sectoral perspectives – and in that context, to an emphasis on engaging northern communities fully and properly. The objective is to produce long-term research benefits for Canada's Northern populations, including lasting collaborative research networks, sustained Northern research engagement, new skills and new ways of approaching Northern issues, and the encouragement of a new generation of Northern researchers, notably Aboriginal researchers.

At a number of turns in the approvals process for the Government of Canada Program for IPY, careful attention will be paid to the plans researchers have prepared to ensure substantive participation by northern communities. Listed below are some of the characteristics of substantive community participation which these reviewers will look for as they assess different facets of the proposals submitted. Applicants do not necessarily have to satisfy all of the features listed; the list is not exhaustive; nor is it arranged in any particular order of priority.

Some characteristics of substantive community participation:

- community members are active research participants;

- active involvement by community members in all or most stages of the research (from early planning through dissemination);
- community knowledge (e.g., Traditional or Indigenous Knowledge) is valued as part of an active and equitable research exchange in which all types of knowledge or knowledge tradition are regarded as equally important;
- where appropriate, provisions have been made to involve community or traditional knowledge-keepers (e.g., Elders) in research roles commensurate with the importance of their knowledge and ways of knowing;
- the research will have a direct benefit to the community, will be disseminated to that community, and will be translated into the local language(s);
- questions of ownership of all materials, data, interviews, recordings, or media productions have been addressed, with provisions or agreements moved into place to govern dissemination and storage of research-related materials;
- community members derive research credentials from their work on the research project(s);
- community members of the research team gain appropriate public recognition in speaking about the research project and its results (e.g., on TV or radio);
- the responsible community organizations have clearly given specific, informed consent for the proposed research;
- the research proposal and the engagement of community partners reflect an objective approach to earlier research in various fields conducted with minimal community (e.g., Indigenous) participation; and
- principles of community participation have been moved, or are being moved, into *practice* – at least some details are in place on how in specific terms the community research partnership will work.

Researchers may also wish to draw on various resources available in the public domain as they draw up their plans for community participation:

- Aurora Research Institute. *Doing Research in the Northwest Territories: A Guide for Researchers* (June 2005)¹¹
- Nunavut Research Institute and Inuit Tapirisat of Canada. *Negotiating Research Relationships: A guide for communities* (1998)¹²
- Masuzumi B and S Quirk. *Dene tracking. A participatory research process for Dene/Metis communities: exploring community-based research concerns for Aboriginal northerners*. (Dene Nation, 1993)
- J Smylie, CM Martin, N Kaplan-Myrth, L Steele, C Tait and W Hogg. "Knowledge translation and indigenous knowledge," *Circumpolar Health* (2003)¹³
- C Kenny, E Faries, J-A Fiske and C Voyageur. *A Holistic Framework for Aboriginal Policy Research* (Status of Women Canada, 2004)¹⁴
- *The Ethics of Research with Indigenous Peoples: Report of the Indigenous Peoples' Health Research Centre to the Interagency Advisory Panel on Research Ethics*¹⁵
- Patricia Shaw. *Negotiating against loss: Responsibility, Reciprocity and Respect in Endangered Language Research*¹⁶

¹¹ www.nwtresearch.com/media/Research_Guide.pdf

¹² www.itk.ca/publications/env-negotiating-research-relationships.pdf

¹³ ijch.oulu.fi/issues/63suppl2/ICCH12_Smylie.pdf

¹⁴ www.swc-cfc.gc.ca/pubs/pubspr/0662379594/index_e.html

¹⁵ www.iphrc.ca/resources%20home.htm

¹⁶ fnlg.arts.ubc.ca/pdfs/ShawKyoto8.pdf

Section 16 LEGACY AND TRAINING OF PEOPLE FORM

This form assists in determining the evaluation criteria specific to Legacy and Training of People identified in the Government of Canada Program for IPY science and research projects Call for Proposals.

Describe on one page how the research proposed will address the following:

- plans and opportunities to train people, especially Northerners, and foster the next generation of polar researchers, including training plans that result, wherever possible, in formal recognition or accreditations of skills gained;
- long-term benefits and/or legacy outcomes, especially for the North (e.g. knowledge translation to communities, community capacity building, new processes, new programs, new collaborations, etc.); and
- long-term plans regarding equipment and improved facilities once IPY funding has ended.

Section 17 PROJECT AND FINANCIAL MANAGEMENT FORM

This form assists in determining the evaluation criteria specific to Project and Financial Management identified in the Government of Canada Program for IPY Science and Research Projects Call for Proposals. Describe on one page how the research proposed will address the following:

- project management plan including an organizational structure, a detailed description of the activities, time frame and associated financial requirements
- feasibility and practicability of the research, given the available facilities, services, and infrastructure support
- funding required to conduct the activities and to cover the costs of personnel, travel, logistics, consultation, and communication requirements
- nature and extent of support from partners or collaborators, demonstrating cost-sharing and leveraging of other funding sources
- a viable plan for securing appropriate logistical support
- detailed plans for obtaining ethics, licensing and regulatory approvals, as appropriate;
- the capacity and capability of the team and organization necessary to deliver the project; and
- integration of the proposal in an international cluster.

Section 18 RESEARCH ETHICS AND REGULATORY APPROVALS

Within the free-form proposal of the application (i.e., Section 20), applicants should outline a plan for ethical procedures appropriate to their proposed research. All applicants will need to rely on available community research protocols and professional guidelines. Academic applicants will also need to rely on the policies and procedures set out in the *Tri-Council Policy Statement on Ethical Conduct for Research Involving Humans*.¹⁷

Applicants will also need to lay out plans for securing any regulatory approvals (including any licenses/permits) needed from federal, territorial, provincial, Aboriginal and municipal governments. Particular attention will be needed in relation to relevant land claim agreements.

Applicants should try to secure letters of support and approvals – or at least approvals-in-principal – by the March 10, 2006 deadline indicating that requirements have been met. If additional time is needed to secure agreements (e.g., detailed letters of support from communities and formal regulatory approvals), those circumstances should be explained in the submitted plan for ethical procedures and regulatory approvals (e.g., consultation plans, logs or records of effort made by the applicant).

¹⁷ <http://pre.ethics.gc.ca/english/policystatement/policystatement.cfm>

Before completing this section, consult the instructions below concerning the requirements for certain types of research. For additional information, contact the IPY Canadian Program Office.

Section 19 ENVIRONMENTAL IMPACT

The Canadian Environmental Assessment Agency (CEAA) serves as a centre of expertise in advancing the field of environmental assessment through the support of innovative research. CEAA is an independent federal body that works to provide Canadians with high-quality environmental assessments that contribute to informed decision making, in support of sustainable development.

CEAA administers the *Canadian Environmental Assessment Act* and its regulations are the legislative basis for the federal practice of environmental assessment. Please refer to the following link to reference information regarding the *Canadian Environmental Assessment Act*; http://www.ceaa-acee.gc.ca/013/intro_e.htm. There are a large number of EA and Socio Economic Assessment Processes that are performed in the Northern regions at which, at times, must be harmonized with the Act. There are certain areas or research that may be mandated by the local land claim processes. In these cases, the CEAA Act may be superseded by the local claims. Researchers should defer to the relevant land claim processes which may be applicable.

If any of the phase of the research activities take place outside of an office or laboratory, it may require an environmental assessment. If the research takes place in the Yukon, Northwest Territories or Nunavut it may be subject to the environmental assessment process applicable in that region (see below). To help ascertain which process may apply to your project, please complete the Environmental Assessment Form.

Please refer to some of the relevant land claims processes:

- The Inuvialuit Environmental Assessment and Review Process
- The Quebec Inuit Process
- The Quebec Cree Process (under the James Bay and Northern Québec Region agreement) (JBNQA) (<http://www.mddep.gouv.qc.ca/evaluations/mil-nordique/index-en.htm>)
- Western Arctic Claim - Inuvialuit Final Agreement (<http://www.irc.inuvialuit.com/inuvialuit/irc-website.nsf/0/DB8A2D453631CC4E87256DEC0074E630?OpenDocument>)
- The Nunavut Land Claims Agreement (http://www.ainc-inac.gc.ca/nu/nuv/atc_e.html)
- The Mackenzie Valley Resource Management Act (<http://www.mveirb.nt.ca/mveibold/index.html>)
- The Yukon Environmental and Socio-economic Assessment Act (YESAA) <http://www.yesab.ca/index.html>

Environmental Impact Form

This form assists in determining which environmental assessment process may be required for your research proposal. On the space provided in the form please address the following:

Name of other participating organizations (if applicable): Please list the names of any federal or provincial government departments or agencies, industrial partners, community, non-governmental organizations or universities that will be participating in or contributing to the proposed research.

Name of location: Give the name of the location where the proposed work will take place. An environmental assessment (EA) must be completed for each location at which research is to be conducted. If your research involves more than 3 locations, please contact the IPY Canadian Program Office.

Main characteristics of the location: Provide a brief, non-technical description of the location(s) at which the work described in the proposal will be conducted.

In the sections that follow, describe in non-technical language the activities that will be undertaken in the course of the research. This includes both the research activities themselves and the activities required for the research to take place (e.g., ground clearing or preparation, construction of access trails or roads, etc.).

Principal activity (or activities) and Activity component(s):

Principal activity (activities): For each location, list the principal activity or activities (e.g., fossil collection).

Activity components: Each principal activity includes one or more activity components. Provide a short description of individual activities grouped within the principal activity. Examples of activity components are construction and clearing of access trails; construction of a boardwalk, clearing of brush from the study site, fossil excavation, cleaning of fossil, and removal of fossils. Please provide quantitative estimates if possible (e.g., in the preceding example, the construction and clearing of an access trail could involve an area 500 m long by 2.5 m wide).

For each principal activity and activity component, list the environmental elements affected and a description of those effects in the space provided.

If you have any questions, please contact the IPY Canadian Program Office for additional information.

Section 20 PROPOSAL FREE-FORM

Using the headings below and in a maximum of 10 single-sided pages attached to the application, describe the research project proposal, in plain language. Use the guidelines and questions below to provide the requested information in a document to be attached to the application. Follow the instructions and address the selection criteria for the Government of Canada Program for IPY, Science and Research Projects, Call for Proposals, Program Description and Instructions for Applying.

- **Project Description and Research Workplan**
Provide well defined short-term and long-term objectives for the overall project in relation to the applicable Call for Proposals objectives, IPY themes and areas of focus. What are the objectives or expected outcomes of the research project? Has there been recent progress in the research activities related to the proposal? Describe the results of any relevant work completed to date so that the project can be properly and fully evaluated. What is the timeframe for this project? What are the proposed methods and approaches to be used for this research project? Show how this contributes to the international IPY project of which it is a part. Discuss how to achieve the objectives given the resources requested.
- **Competence of Investigator(s) and Collaborator(s)**
Do the investigators or the research team have a proven track record that would inspire confidence in their ability to undertake the proposed activities? Do the investigators or the research team have the knowledge and expertise, or demonstrated potential, to conduct the proposed research? Have the investigators demonstrated the ability to interact with other investigators and Northerners? Who are the collaborators? Explain the specific reasons for including these individuals? What is the pertinent expertise, role and expected contributions of the members of the research team to the research project? Provide evidence that the necessary expertise to conduct the project is available. Is the expertise complementary? What is the nature and extent of the collaboration? Does the collaboration lead to synergy? Is there integration of collaborator activities? Do you want to add any information on your collaborators' involvement beyond the details provided in their letter of support?

Note that as part of the free-form proposal, applicants will need to describe their plans for obtaining ethical and regulatory approvals for their project (see Section 18, Research Ethics and Regulatory Approvals). This section is in addition to the 10-page limit above.

Sections 21, 22 PERSONAL DATA FORM (CV)

This free-form is required for the applicant and each co-applicant, 3 pages maximum (each). **(Foreign collaborators must also submit a CV of no more than three pages, if they are directly involved in the project described in this application.)**

This should address each applicant's research experience, competence and track record, and demonstrate their expertise in the area of the proposed research. The ability to collaborate with other researchers, non-academic organizations, and Northern and Canadian Aboriginal community organizations should be described.

Section 23 ENDORSEMENT LETTERS FROM THE IPY JOINT COMMITTEE AND THE PRINCIPAL INVESTIGATOR

Please see Section 12, Relevance form.