

Community Researcher Capacity Development (CRCD) Program Program Award Criteria

Overview

The CRCD Program is intended to provide NWT organizations with funding support to employ Indigenous residents in conducting research in the NWT, with a view to building research capacity among Indigenous and NWT residents. This fund is aimed at developing Indigenous research capacity among residents of Indigenous communities.

Eligibility

NWT Indigenous governments, Treaty or land claim organizations, their affiliated research institutes or programs, and NWT organizations with a health-related research or program mandate will be eligible for funding. Eligible organizations should be able to demonstrate that the funding will leverage, or will be used to leverage:

- 1) funding from a college, university, independent foundation or organization, or national academic research funding body to conduct licensed health-related research in the NWT, with the intent to involve Indigenous and NWT residents in that research; or,
- 2) in kind and cash contributions as part of a research proposal to a college, university, independent foundation or organization, or national academic research funding agency to conduct licensed health-related research in the NWT; or
- 3) a confirmed source of funding to conduct health-related research.

It is the responsibility of applicants to ensure that HT funds, provided by CIHR and Governing Council partners, are eligible contributions for such research proposals, prior to seeking support from HT.

Applicant organizations are eligible for only one award per fiscal year.

Allowed Use of Funds

Funds may be used to pay for the following expenses of NWT Indigenous or community based researchers:

- wages for individuals undertaking research;
- wages for trainees working with academic researchers;
- short-course professional development and training within the community or the region;
- wages to attend conferences related to the subject matter, community meetings, and knowledge translation and dissemination events associated with the research;
- travel costs to attend related meetings or conduct research;
- related activities as previously approved by HT.

Application and Support Decision Process

Proposal Submission Requirements

Requests for support should be provided to the Scientific Director at least 90 days in advance of an initiative's commencement. Requests for support may be in the form of a written proposal, or may be in the form of a presentation, in any of the official languages of the NWT. HT prefers not to burden initiatives with onerous proposal requirements, therefore written proposals submitted to other potential funders are acceptable, as long as they include:

- Description of initiative;
- Contact information for organization or group submitting the proposal;
- Description of timelines, goals, outcomes, products;
- Description of how the requested support from HT will contribute to the overall goals and outcomes desired;
- Description of how the initiative relates to or furthers the strategic goals of HT.

The Scientific Director may request a discussion with the applicant for the purposes of gathering additional information or clarifying aspects of the proposal.

For requests to support research funding applications, a draft letter of support for HT signature must be provided along with the proposal, which conforms to the requirements of the funders for acceptable letters of support/contributions, or evidence of participation in the proposal. HT will then finalize the letter subject to its decision regarding support.

Reporting Requirements

HT will provide 80% of the support confirmed to the recipient prior to the initiative commencement. The remainder will be released on completion of the following reports within 30 days of the completion of the initiative or by March 31 of the fiscal year in which support is provided:

1. A one page report evaluating the success of the project in accordance with the goals, outcomes, time line and plans provided to HT at the proposal stage;
2. A template provided by HT aligning with CIHR reporting requirements of HT.

Authority

The Project Manager and/or Project Director will review proposals and make recommendations to the Scientific Director for the awarding of support.

Amounts awarded to each project will vary, and will be no larger than \$20,000.00 per project per fiscal year.

Decisions of the Scientific Director are final. Deliberations on all proposals will remain confidential to and internal to HT.

Timelines

Proposal requests for support must be submitted no less than 90 days prior to the commencement of the activity, or 60 days prior to a funding proposal submission deadline.