



Polar Knowledge Canada

Guide for applicants 2026-2028

POLAR International Partnership Research Development Program



Polar Knowledge
Canada

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Summary

Polar Knowledge Canada (POLAR) is accepting proposals for the POLAR International Partnership Research Development program. Up to \$100,000 per project in funding will be distributed over two years to add or expand international research collaboration for existing projects.

Science and Technology Pillars

Polar Knowledge Canada disburses funds in support of three Science and Technology pillars. Projects seeking funds under the POLAR International Partnership Research Development program must meet at least one of the three pillars.

POLAR's 2026-2029 Science and Technology Framework comprises of the following three pillars of research and knowledge:

Pillar 1 - One Health

"One Health" is an integrated approach to understanding wildlife health, human health, and ecosystem health. This pillar supports research that improves understanding of the factors affecting these interconnected systems, including impacts on wildlife, communities, and the environment. Priority areas include research that supports food security in the North, sustainable harvesting practices, food safety, northern supply chains, and approaches that strengthen the health and well-being of Arctic communities.

Pillar 2 - Energy, technology, and cold climate innovation

This pillar supports research and innovation that address energy and technology challenges in cold climates and remote locations. Priority areas include the development, testing, and application of solutions related to energy systems, waste management, transportation, housing, and other technologies that improve resilience and sustainability in northern environments.

Pillar 3- Climate, biodiversity, and shifting landscapes

This pillar supports research that improves understanding of the impacts of climate change on Arctic terrestrial, freshwater, and marine ecosystems. Priority areas include changing environmental conditions, biodiversity, permafrost, glaciers, sea ice, wildlife and vegetation, extreme weather, and other landscape level changes that inform environmental stewardship, climate adaptation and Canada's response to emerging Arctic challenges.

For more information, read the [Science and Technology Framework](#).

Funding objectives

The objective of this Call for Proposals (CfP) is to support existing Arctic and/or Antarctic research projects that are actively underway and have defined research objectives, activities, and outcomes. Funding will enable these projects to develop, expand, or strengthen international research collaborations, including activities that support joint research, knowledge exchange, data sharing, and other collaborative efforts with international partners. Funds flowed under this initiative must be aligned

with [POLAR's Science and Technology Framework](#), [Canada's Arctic Foreign Policy](#), and with [Canada's current general focus areas in international science partnerships](#).

Available funding

Projects can be funded up to two fiscal years in fiscal 26/27 and fiscal 27/28.

Funding amounts will be allotted based on the financial needs of each project in relation to the proposed activities. Considerations will include the amount of funding available, the funding needed to achieve expected results, the volume of applications received and the merit of applications against evaluation criteria.

Timeline

1. Applications will be accepted until 23:59:00 EST on September 9, 2026.
2. POLAR will publicly announce successful recipients after Contribution Agreements are signed.

Eligibility

Eligible applicants include, Canadian academic institutions and organizations, and Indigenous and community organizations with Principal Investigators who have an existing research project based in the Canadian Arctic and/or Antarctic regions.

Projects who received funding under the previous POLAR International Partnership Research Development Program (2025–2027) are not eligible to apply.

While exceptions may be made, most successful applications will involve a project that has been ongoing for a minimum of two years. For the purposes of this Call, an existing research project refers to a research initiative that has already been established, with defined objectives, ongoing activities, and/or demonstrated progress toward research outcomes. The proposed international partnership must add value to the existing research program and support its objectives.

To be eligible for this contribution program, applications must meet the following criteria:

- Principal Investigator must be based at a Canadian academic institution, organisation, or Indigenous or community organization.
- The proposed project builds on an existing research program that supports Arctic or Antarctic science research aligned with the priorities in Science and Technology pillars (listed above).
- The proposed partnership is with a research institution, organization or collaborator that closely aligns with [Canada's Arctic Foreign Policy](#).

In addition to the eligibility and assessment criteria, POLAR may prioritize projects that align with Canada's strategic science priorities for the Arctic and Antarctic.

The following examples represent projects funded under the 2025-2027 Call for Proposals and are provided for illustrative purposes only. Examples of previously funded projects are available at the following link: [POLAR International Partnership Research Development Program 2025-2027](#)

Submission requirements

An application package contains the following:

1. [Part A – Application form](#)
2. [Part B – Project proposal](#), which includes:
 - [project workplan](#),
 - [project budget](#),
3. [Part C – Declaration and signature](#)

Special note

We recommend you keep copies of any source files submitted. Successful applicants may need to adjust their project proposal before finalizing contribution agreements. Please note, we will only review fully completed applications.

Do you have questions? We are here to help! Contact us at: grants-contributions@polar-polaire.gc.ca.

Part A – Application form

You must complete the different parts of the application package below.

Applicant information

Please fill out the fields below.

Table 1 Applicant information

Field	Description
Name of applicant organization or institution	Enter the official name of Canadian institution, organization, or department applicant is affiliated with.
Mailing address of the organization	Enter the mailing address of the organization.
Certificate of incorporation of applicant organization or institution	Insert file or provide web link to certificate of incorporation or equivalent. If your organization has previously received funding from POLAR, you are not required to resubmit your Certificate of Incorporation.

Principal investigator information

Table 2 Contact information

Field	Description
Main application contact	This is the primary contact for the application
Alternate application contact	This person may be contacted when the main contact person is unavailable.

Special note

You must update us if there is a change in contact persons/information. Please note, we may be unable to move forward with the funding request if we are not able to communicate with either the main contact or the alternate contact.

Project information

Provide information on the project related to the funding request.

Table 3 Project information

Field	Description
Project title	Provide the project title.
Total project cost	Provide the total estimated cost for the project including other sources of funding in Canadian dollars.
Amount requested from POLAR	Identify the funding amount requested from this funding call in Canadian dollars.
Geographic location(s)	From the drop-down menu, choose the location (Province, Territory or Antarctica) the project is based and list the specific geographic location(s) where project activities are taking place.
Collaborator geographic location(s)	List all countries of the proposed international partnership
Status of project	Select from the list the status of the project: ▪ Ongoing (1 year) ▪ Ongoing (2+ years)
Members of the project team	List of everyone who is actively involved in the project. This could include the Project lead (if different from the Principal Investigator), Research Assistant, Program Coordinator, Communications Coordinator, etc. For each member, provide their name, role, and affiliation.
Partner organization(s) if applicable	List the project partner organization(s) If no partnership has yet been established, please insert "N/A"

Project alignment with funding criteria

Please identify how the project aligns with Science and Technology funding criteria listed below

Table 4 Project alignment

Field	Description
POLAR Science and Technology pillars	Please select the pillar that most closely aligns with the project from the list provided: 1) Pillar 1 - One Health 2) Pillar 2 - Energy, technology, and cold climate innovation 3) Pillar 3 - Climate, biodiversity, and shifting landscapes

Part B – Project proposal

Provide the following information:

Table 5 Summary of criteria and evaluation weight

Criteria	Maximum length	Weight
1. Project summary	150 words	5%
2. Project context	300 words	20%
3. International partnership, collaboration approach and expected outcomes (mandatory) + letter of support (optional)	600 words + 1 letter of support	30%
4. Organizational capacity	150 words	15%
5. Project activity workplan	Template provided	15%
6. Project budget	Template provided	15%
Total		100%

1. Project summary

Provide brief summary of the project (maximum 150 words). It should present a clear, nontechnical overview of the project's purpose and anticipated impact and outcome. Do not include detailed objectives, methods, or alignment with community priorities.

Required information

Include these elements in this section:

1. A brief description of the project, its objectives, and approach.
2. The geographic location(s) where the project will take place.
3. A brief description of the international research collaboration, including the partner organization(s), collaborator(s), and the purpose of the partnership.
4. Anticipated project outcomes and key deliverables of the international partnership portion of the project.

2. Project context

Provide a brief overview of the existing research project in 300 words or less. It should provide context on the project's purpose, scope, current status. Do not focus on detailed partnership information, as this information can be provided in the following section.

Required information

The following elements should be addressed:

1. Description of the existing research project, including:
 - a. current objectives, activities, and progress to date;
 - b. how the project aligns with the funding objectives and POLAR's Science and Technology priorities; and
 - c. how the proposed international collaboration will build upon or enhance the existing research activities.
2. The geographic location(s) where the existing research project and proposed activities will take place.
3. Additional considerations relevant to the project, such as:
 - a. how the project will integrate northern and Indigenous research principles, knowledge systems, and protocols;
 - b. any licences, permits, or regulatory requirements needed to complete project activities; and
 - c. potential risks to successful project completion and proposed mitigation measures.

3. International partnership, collaboration approach and expected outcomes

Describe the proposed international partnership, collaboration approach, and expected outcomes in 600 words or less.

Required information

The following elements should be addressed:

1. Description of the proposed international partnership and collaboration, including:
 - a. the international partner(s) involved and their role(s) in the project;
 - b. whether the partnership is new or existing, including any previous engagement or collaboration (if applicable);
 - c. how the proposed activities will establish, strengthen, or expand the international collaboration; and
 - d. how the collaboration supports the objectives of this Call for Proposals.
2. Proposed collaboration activities, including:
 - a. the activities to be undertaken with the international partner(s);

- b. how these activities will strengthen research outcomes, knowledge exchange, scientific capacity, and/or researcher mobility; and
 - c. how the collaboration will increase the impact, visibility, and overall value of the existing research project.
3. Expected outcomes and benefits resulting from the international collaboration, including how the partnership will:
 - a. enhance the overall impact of the research project;
 - b. advance Canada's leadership in Arctic and/or Antarctic science;
 - c. provide benefits to Northern communities, Inuit Nunangat, Indigenous partners, or other relevant stakeholders (where applicable); and/or
 - d. contribute to sustained international collaboration beyond the duration of the funding.
4. Outreach and partner engagement, including:
 - a. the approach used to establish or engage the proposed international partner(s);
 - b. any planned activities to maintain or further develop the collaboration throughout the project; and
 - c. any additional information demonstrating the potential for a successful partnership.

A letter of support from the international partner institution, organization, or collaborator confirming their intended participation is recommended but not required, particularly where the project is focused on establishing a new partnership. If available, applicants are encouraged to include letters that demonstrate the partner's commitment and anticipated contribution to the project.

4. Organizational capacity

Use this section to describe your organization's and project team's capacity to deliver the proposed project in 150 words or less.

Required information

Provide a brief overview of your organization's capacity to undertake the proposed project, including:

- relevant organizational and team expertise;
- experience managing similar projects and administering project funding and;
- audited financial statements for the last year (web link or upload document).

5. Project activity workplan

Download the Microsoft Word project activity workplan template linked in the application form. Fill in the document using the instructions below, then upload your final file.

You must complete an activity table for every fiscal year for which funding support is requested. Follow the instructions provided in Table 5 below.

Required information

1. A clear description of all proposed activities, limited to activities directly supported by the requested program funding.
2. Timelines for each activity that indicate when the work will take place and account for any travel, allowing assessment of whether activities can be completed within the project period.
3. Identification of the expected results from each activity, described in measurable terms.
4. Identification of the tangible outputs for each activity, including the number of outputs.
5. Confirmation that each responsible team member listed in the application package is involved in at least one activity listed in the workplan.

Table 5 Project Activity Workplan Table

Line	(A) Activities	(B) Timelines	(C) Outputs	(D) Expected results	(E) Person(s) responsible
Instructions	Describe the activities directly supported by POLAR funding.	Identify timelines for each activity by fiscal year.	List measurable deliverables.	Describe measurable expected results.	Identify responsible team members.
Example	Deliver stakeholder engagement sessions to gather project input	June 1 to July 15, 20XX	2 engagement sessions; 1 summary report	Stakeholder feedback collected	Project Lead; Engagement Coordinator

6. Project budget

The Government of Canada's fiscal year runs from **April 1 to March 31** and is used for planning, budgeting, reporting, and financial administration across all federal programs. Applications should align project timelines, workplan activities, and budget entries with this fiscal year structure.

Budget considerations

When reviewing project budgets, expenditures will be assessed for:

- Demonstrate a clear and direct link to the proposed project activities.
- Are consistent with program objectives and represent an efficient and economical use of resources.
- Reflect only essential travel requirements, specifically travel necessary to conduct project activities, fieldwork, or community engagement.
- Advance benefits to northern communities, such as employment of northern staff, community participation, communications support, and translation.

Download the Microsoft Excel project budget template linked in the online application and reporting portal. Fill the document using the instructions below, then upload your final file.

The budget has five labelled worksheets. Instructions are organized by worksheet.

Note

The worksheets contain built-in formulas. Start with 'worksheet 1_Organization details' and continue to complete the rest of the worksheet tabs at the bottom of the document in chronological order. Information from one worksheet will populate lines in other worksheets automatically.

Do you have questions? We are here to help! Contact us at: grants-contributions@polar-polaire.gc.ca.

Worksheet 1 – Organization details

Enter the organization's name and the project title.

Leave the agreement number blank—POLAR will add this information if the funding request is approved.

Worksheet 2 – POLAR funding

Complete a budget for each year funding is requested. A separate table must be completed for each fiscal year of the project.

From the drop-down menu, identify the fiscal year. Complete the budget lines for each expenditure planned as part of the project.

The table below explains how to fill out each row and column on the POLAR funding worksheet.

Column	Description of information to include in each column or cell
A	From the drop-down menu, identify the expenditure class that corresponds to the activity that will be funded. See Appendix I - Eligible expenses for a description of each expenditure class.
B	Identify the corresponding activities from column A in your completed project activity workplan template. More than one workplan activity can be assigned to a budget line. These linkages will be used during the assessment of value for money and project feasibility.
C	Provide a short description of what will be funded specifically. For example, if the expenditure class is a boat rental for water sampling, identify the cost of the boat rental per day, week, or hour.
D	Enter the amount, to the nearest dollar. The yearly budget summary totals will auto-populate based on the amounts entered in column D.

Worksheet 3 – Other sources of funding

Report other sources of funding that contribute to the direct costs of the project. This support can be in the form of financial (cash) or non-financial (in-kind) contributions and can come from project partner(s), other funding sources, or your organization. Amounts should reflect fair market values.

From the drop-down menu, identify the fiscal year for each year funded. Complete the budget lines for each expenditure covered by other sources of funding.

Column	Description of information to include in each column or cell
A	From the drop-down menu, identify the expenditure class that corresponds to the activity that will be funded. See Appendix I - Eligible expenses for a description of each expenditure class.
B	Identify the corresponding activities from column A in your completed project activity workplan. More than one workplan activity can be assigned to a budget line.
C	Provide a short description of what will be funded specifically. For example, if the expenditure class is a boat rental for water sampling, identify the cost of the boat rental per day, week, or hour.
D	Name of source providing the funds or in-kind support.
E	Identify if the funding is financial or in-kind. Financial contributions are donations of money. In-kind contributions are non-monetary goods or services (resources) provided to the project by sources other than POLAR, which, if not donated, would have to be purchased with project funds. Examples include: - the use of office space, equipment, or materials. - supplies and services provided by professionals on a voluntary basis.
F	Enter the amount, to the nearest dollar. Both financial and in-kind contributions must have a dollar amount identified. The yearly budget summary totals will auto-populate based on the amounts entered in column F.

Worksheet 4 – Yearly budget summary

The yearly budget summary calculates the budget total by year for [POLAR funding](#) and the budget total for [other sources of funding](#).

From the drop-down menu, identify the fiscal year for each year funded. Total amounts from [POLAR funding](#) and [other sources of funding](#) will auto-populate into the yearly budget summary **only** if expenditure classes were selected from the drop-down menu in column A in [POLAR funding](#) and [other sources of funding](#).

Note

Expenditure classes must be assigned in column A for worksheets 2 and 3 for total amounts to correctly display in the yearly budget summary.

Do you have questions? We are here to help! Contact us at: grants-contributions@polar-polaire.gc.ca.

Worksheet 5 – Multi-year budget summary

Select the fiscal years from the drop-down menus that indicate the start and end of the project fiscal year.

Worksheet 5 is also the signature page for Budget.

Part C – Declaration and signature

Read the statements and check the box to confirm your declaration and submit the application form. By doing so you are confirming that you are authorized to submit this proposal on behalf of your organization.

Submitting your application

The applicant must ensure that the application package is complete at the time of submission. Note that applications must meet **all the eligibility criteria and be fully complete** to be considered for funding.

Submission deadline

Completed application packages must be received by September 9, 2026, at 23:59 (EDT).

Questions

For any other questions relating to the POLAR International Partnership Research Development Program, write to POLAR's [Grants and Contributions team](#).

Checklist

- Project application is fully completed and signed
- Budget template is fully completed and signed
- Workplan is fully completed
- Articles of incorporation
- Audited financial statements for the last year

Appendix I – Eligible expenses

This section provides instructions to assist you with completing the Project Budget Excel template.

Note

If approved for funding, the expenditure classes you identify in your application budget will be the same as those that appear in the contribution agreement.

1. General principal

The Eligible Costs shall be the direct costs which, in the opinion of POLAR, are reasonably and properly incurred or allocated, to the performance of the Project, less any applicable credits as defined below. These costs shall be determined in accordance with the Recipient's cost accounting system as accepted by POLAR and applied consistently over time. The cost accounting system should clearly establish an audit trail that supports all Eligible Costs claims, as described below.

2. Eligible activities

The activities funded through these contributions will support POLAR's mandate through support for:

- Science and technology activities as outlined in POLAR's Science and Technology framework;
- Coordination and collaboration among polar research community;
- Knowledge management activities related to polar science and research;
- Strengthen the next generation of researchers specifically Northern and Indigenous youth.

3. Eligible costs

- **Materials, equipment, and supplies purchases**
May include purchase of office/laboratory supplies, electronic devices, lab/field consumables, miscellaneous field supplies/equipment, repair, maintenance, and upgrade costs.
- **Postage and shipping**
Includes costs for postage and shipping of supplies, materials, and equipment.
- **Professional fees and services (contracts)**
Include fees to be paid to individuals (consultants, contractors, specialists, or community members) having the required qualifications: credentials, knowledge, or expertise.
The travel expenditure for contractors must be included under this class of expenditure.
- **Rentals**
- **Salaries, stipends, benefits and wages for employees and casual workers and honoraria**
Includes salaries for full or part-time staff directly involved in carrying out project activities, and stipends or honoraria for trainees or others involved in the project, including youth and Elders,

college, undergraduate, and graduate students, postdoctoral fellows and researchers, domestic or international.

- **Travel expenses including meals and accommodations**

Includes all expenditures related to travel: data collection, community engagement, knowledge sharing, hospitality, conferences, events, etc. Travel amounts must comply with the Government of Canada's [National Joint Council Travel Directive](#). City rate limits for accommodations can be found [here](#). Travel expenditures for contractors must not be included here. These must be captured as part of the "Professional Fees and Services" class of expenditure.

- **Hospitality**

Includes food and beverages that are being provided, if a facility is being rented, and if audio-visual equipment is being rented.

- **Accommodation**

Accommodation includes hotels, motels, corporate residences, leased apartments, private non-commercial accommodation, government owned or leased accommodation and institutions.

- **Meals and incidentals**

- **Administration fee**

A maximum of 15% administrative fee of the total eligible expenses can be applied as an expense line to the budget.

4. Ineligible costs

Ineligible expenditures include but are not limited to the following:

- The costs of the organization's ongoing operational activities.
- Any costs that are not directly related to the project;
- Travel and hospitality expenditures that exceed those explained in the Government of Canada's [National Joint Council Travel Directive](#); and
- Rental charges for space and equipment that is owned by the recipient organization.

5. Goods and Services Tax or Harmonized Sales Tax

Only the portion of:

- the Harmonized Sales Tax that **cannot be recovered** as an Input Tax Credit or as rebate; and
- any Provincial Sales Tax that can be claimed.

6. Patent and copyright costs

Relevant searches and filing fees related to North American or worldwide rights are eligible when detailed in this [Appendix I – Eligible expenses](#).