

# **Grants to Individuals, Organizations, Associations and Institutions to Support Research and Activities Relating to the Polar Regions**

## **1. Introduction**

In order to successfully foster northern and polar knowledge, a number of researchers, organizations, and stakeholders need to carry out activities which complement and build on efforts of the Canadian High Arctic Research Station (CHARS), as well as other federal departments engaged in the promotion and understanding of the world's polar regions. These activities are not bound to one particular area, but rather span across a number of areas including: hosting conferences dealing with polar and northern issues; providing assistance to researchers who are conducting research on issues of importance to the North and Canada such as climate change; and, supporting activities that promote international cooperation on circumpolar issues.

## **2. Legal and Policy Authority**

Canadian High Arctic Research Station Act, 2014

## **3. Purpose, Program Objectives and Expected Results**

CHARS' purpose includes the promotion of the development and dissemination of knowledge of polar regions. CHARS strives to ensure that adequate science, infrastructure and logistics are available to Canadian researchers, and that appropriate polar science policy supports and coordinates Canadian polar research. CHARS co-ordinates activities related to polar research to increase efficiency and generate greater exchange of information.

In carrying out its purpose, CHARS provides funding through grants to individuals, organizations, associations and institutions to achieve significant progress and recognition of polar research and activities. The "Grants to individuals, organizations, associations and institutions to support research and activities relating to the polar regions" supports the achievement of this purpose.

The grant contributes to the Strategic Outcome: *Canada has world-class Arctic science and technology to support the development and stewardship of Canada's North and is recognized as a leader on circumpolar research issues*, and falls under *Polar Knowledge Application Sub-Program Outreach and Capacity building* within the Program Alignment Architecture. This Program Activity seeks to create the conditions for Canada to acquire the wide range of information needed for effective policy and research program development in the polar regions, and to maintain Canada's position as a leading circumpolar nation. The depth of knowledge gained through scientific and technological research and training supports greater sustainable use of the North's land and natural resources.

	Purpose / Objectives	Expected Results	Performance Indicators
<b>Polar Research (Grant)</b>	To foster and encourage activities and events that promote greater awareness of, and increase knowledge about, polar regions. Attract, inform and inspire new generations to carry on Canada's increasing activities in polar affairs.	<p>The capacity of Canada's research community involved in polar studies is strengthened.</p> <p>The commitment of individuals or groups to polar studies is strengthened through national recognition of their work.</p> <p>Increased scientific information and knowledge about polar issues.</p> <p>Increased youth participation in polar activities supported by CHARS.</p>	<p>Number of new polar research projects conducted.</p> <p>Number of articles written by the recipients for CHARS and/or publications that have been peer-reviewed.</p> <p>Number of presentations and discussions at conferences, workshops, meetings and other events about the polar research supported by CHARS. Percent of participants in supported activities under the age of 25.</p>

The primary activity under this grant program is the CHARS Scholarship Award for Polar Studies. Other eligible activities may also be supported / funded.

#### **4. Eligibility Recipients**

##### Scholarship

Eligible recipients for the CHARS Scholarship Award for Polar Research are students who are Canadian citizens or permanent residents of Canada presently enrolled in a doctoral program at a recognized Canadian university.

##### Other activities

The eligible recipients will be not-for-profit organizations, institutions, territorial governments, universities and individuals who are contributing to the furtherance of the state of knowledge on polar regions.

#### **5. Type and Nature of Eligible Expenditures**

The grant is intended to provide financial aid to not-for-profit organizations, institutions, universities and individuals for conducting research or participating in activities that help promote and disseminate polar knowledge. Expenditures, which in the opinion of CHARS, are reasonable and necessary for the recipient(s) to further an activity or a program of research, study or learning will be deemed as eligible. These may include, but are not limited to: travel including meals and accommodations; tuition; training; research; rentals (e.g. conference and meeting rooms, office space, equipment, storage, aircraft and helicopter rentals); communications; and materials, equipment and supplies purchases. Additional details are found below:

### Scholarship

The primary activity under this grant program is one scholarship per year valued at \$10,000, through the Canadian Northern Studies Trust administered by the Association of Canadian Universities for Northern Studies.

### Other activities

Other initiatives and projects that may also be supported / funded under this authority include:

- conferences, seminars, awards, scholarships and workshops;
- publication by researchers in academic periodicals, other than POLAR's own publications, on subjects of relevance to the advancement of polar knowledge; and
- research and activities relating to the polar regions.

## **6. Total Government of Canada Funding and Stacking Limits**

The maximum level of total Canadian government funding (including the funding from CHARS) shall not exceed 100% for eligible programs and projects.

Total Government of Canada assistance for grants for the same purpose and eligible expenditures shall not exceed 100% of total eligible expenditures.

Proposals for funding from each recipient shall address the requirement for the recipient to declare any and all prospective sources of funding for the program or project, inclusive of all federal, provincial, territorial or municipal governments (total government assistance), and other sources that are expected to be received.

## **7. Method for Determining the Amount of Funding**

The amount of funding to be allocated to a successful applicant is based on: 1) an assessment of the proposal by CHARS in terms of importance of the applicant's activity vis-a-vis the CHARS mandate; 2) the total number of eligible requests received by CHARS for funding; and 3) available funds at CHARS for such activities. CHARS' President, supported by a multi-stakeholder Review Committee as appropriate, considers the requests for scholarships and other activities and makes a recommendation to the Board of Directors on prospective recipients and the respective funding level per recipient. The Board of Directors makes final decisions on recipients and their level of funding.

More details are provided in Section 10 of these Terms and Conditions (Application Requirements and Assessment Criteria).

## **8. Maximum Amount Payable**

The maximum amount payable under this grant program is \$50,000 per year, per recipient.

## **9. Basis on Which Payments will be Made**

Grants are a one-time payment per year.

## **10. Application Requirements and Assessment Criteria**

CHARS utilizes a variety of assessment criteria for applicants. They may include academic records, potential benefits of the research, originality, innovative approach, applicant's interest in - and commitment to - polar studies, priority themes/areas complementing and supporting CHARS' mandate and Canada's objectives in the North (for example, the Arctic and Northern Policy Framework).

The applicant is also required to submit a detailed budget and proposal. The President of CHARS will make recommendations to the Board of Directors regarding recipients of funding under this grant program, informed as appropriate by the recommendations of a multi-stakeholder Review Committee. The Board of Directors will make final decisions regarding recipients and their level of funding.

### **Scholarship**

The CHARS Scholarship Award for Polar Studies activity may use the criteria listed above as well as the following: commitment to engage in research that will culminate in a report and/or other documentation that will be shared with Canadians; interdisciplinary approach/emphasis in the research; demonstrated excellence in polar activities and/or studies; willingness to communicate results in a major national or Northern forum.

### **Other Activities**

For other activities under this grant program, funding proposals must demonstrate how they contribute to the objective of the grant program (i.e. promoting greater awareness of, and increased knowledge about, polar regions; inspiring new generations to carry on Canada's increasing activities in polar affairs). For these activities, all necessary background material must be included as part of the submission.

## **11. Due Diligence and Reporting**

CHARS has internal control procedures, systems and human resources to ensure due diligence is properly exercised when verifying eligibility for "Grants to individuals, organizations, associations and institutions to support research and activities relating to the polar regions." Where applicable, this will include assessing the recipient's capacity to manage, develop and deliver funding programs and services, verifying financial management capability, authorizing spending authority and approving payment requisitions, and for managing and administering this grant program.

A Performance Measurement Strategy has been developed for all programs, consistent with the requirements of the Section 6 in the Policy on Evaluation.

## **12. Official Languages**

Where a program supports activities that may be delivered to members of either official language community, access to services from the recipient will be provided in both official languages and Part IV of the *Official Languages Act* is applicable. In addition, CHARS will ensure that the design and the delivery of programs respect the obligations of the Government of Canada as set out in Part VII of the *Official Languages Act*.

## **13. Intellectual Property**

Intellectual property deriving from the research undertaken by the recipient will rest with the recipient. Where a grant is provided for the development of material in which copyright subsists, conditions for sole or shared rights will be set out in the funding agreement.

The CHARS Act includes the following provision, "In carrying out its purpose, CHARS may license, assign, sell or otherwise make available, and receive fees royalties and payment for, any patent, copyright, industrial design, trademark, trade secret or other similar property right held, controlled or administered by CHARS."

## **14. Redistribution of Funds**

### **Scholarship**

For the CHARS Scholarship Award for Polar Studies activity under this authority, CHARS will independently determine the recipient, or the recipient used to deliver this activity (such as the Association of Canadian Universities for Northern Studies) and who will further distribute program funding to a meritorious student on behalf of CHARS. The recipient used to deliver this activity has independence to determine who the ultimate recipient(s) of the grant are. The recipient shall remain liable to CHARS for the performance of its obligations under a Letter of Agreement with CHARS. Neither the objectives of the grant, nor the expectations of transparent, fair and equitable service shall be compromised by this delegation or transfer of funds.