II - INDIGENOUS STRATEGY GRANTS – APPLICATION FORM

APPLICATION CHECKLIST

Prior to submission please ensure your application is complete:

☐ Have all written sections been completed?

☐ Has relevant background information (such as letters of support etc.) been attached?

☐ Is your detailed budget outline attached?

☐ Has the application been signed?

☐ Have you prepared one electronic copy (in MS Word) and one printed copy for submission?

BACKGROUND INFORMATION
If yes, please indicate the name of your project and the year you received funds:

Have you completed all of your reporting requirements for previous project(s)? Yes ☐ No ☐

Have you applied for or receive funding for SSHRC, NSERC, or CIHR grants? Projects securing Tri-Council funding are not eligible
Yes ☐ No ☐
If yes, when do you expect to hear back? _____

Have you applied for Quality Money funding?   Yes ☐ No ☐
If yes, when do you expect to hear back?_____

Is this project currently being funded (cash or in-kind) by any other source? If yes, please identify source and the funding amount / scope. _____
_____

CONTACT INFORMATION: *please provide details for your main contact for this project*

Full Name: _____

Phone Number: _____

Email: _____

Are you currently a UCalgary: Undergraduate Student ☐ Graduate Student ☐ Staff ☐
Academic Staff ☐ Post-doctoral Scholar ☐ Other ☐

CONTACT INFORMATION: *provide information for an alternative contact person that would be available to answer questions in your absence.*

Full Name: _____

Phone Number: _____

Email: _____

Title/Position: _____

OTHER TEAM MEMBER'S CONTACT INFORMATION (IF APPLICABLE):

Full Name: _____

Email: _____

PROJECT INFORMATION

Project Name: _____

Project Start Date: _____

Project End Date: _____

Total Funding Request (in CAD $), maximum of $10,000: _____

Based on the priorities outlined in *ii' taa'poh'to'p,* University of Calgary's Indigenous Strategy, please indicate one or more categories that best apply to your program proposal:

☐ Transforming Ways of Knowing
   ☐ Research and Scholarship
   ☐ Teaching & Learning

☐ Transforming Ways of Doing

☐ Transforming Ways of Connecting

☐ Transforming Ways of Being

Note: Proposed projects must demonstrate high impact for the campus community and be clearly aligned with the principles and recommendations articulated in the Indigenous Strategy, with a particular focus on

intercultural capacity building, reciprocity (benefit to community), and Indigenous inclusion/voices in the planning and implementation of the project.

PROJECT SUMMARY/ABSTRACT

(Maximum one page)

PROJECT OVERVIEW AND ALIGNMENT

Please use above selected categories as sub-title indicators to describe how your project aligns with intercultural capacity building (Maximum 500 words)

PROJECT OBJECTIVES

1. Identify the issue or challenge that your project is addressing. Why is there a need on campus for this project? (Maximum 150 words)

2. Clearly explain why you feel your project addresses the concept of transformation through intercultural capacity as outlined in the Indigenous strategy. (Maximum 150 words)

3. Summarize the major deliverables of your project. (Note the main goals and action items for this project). (Maximum 150 words)

TIMELINE

4. Specify the timeline for each of your deliverables, including details in any overlap. Also note if your project can be completed within a short time frame (i.e. less than 1 year) or if you will be splitting the project into phases (i.e. one portion of the work can't start without previous work being completed) (Maximum 150 words).

STAFF AND RESOURCES

5. Indicate what, if any, work on this project has already commenced. What other funding, resources, staff or approvals will you require for this project to begin? (Maximum 150 words)

6. Who is responsible for the execution of your project? Indicate the staff, volunteers, student clubs, external groups or organizations, etc. that will need to be involved for the success of this project. (Maximum 150 words)

COMMUNICATION

7. How will you promote this project to the campus community, and if applicable other stakeholders? Please outline your communication strategy. Please list and describe promotion, marketing and communication activities? (Maximum 150 words)

8. How do you plan to acknowledge and promote the Indigenous strategy's *ii'taa'poh'to'p* Intercultural Capacity Building Projects and Programs in your communication and marketing plan? (Maximum 150 words)

OUTCOMES

8. How will the campus community see or feel the impact of your project? What plans do you have in place to measure this impact? How is this project of benefit to the Indigenous community, the campus community, and/or other project stakeholders? (Maximum 150 words)

9. If your proposal is for a long-term program or project, please indicate how you will ensure its continuation once this funding has been exhausted. (Maximum 150 words)

10. Please provide a brief outline for project evaluation and/or measuring success of your project or activity? (Maximum 150 words)

RECIPROCITY

11. Have you created space in this project for Indigenous voices in leadership, planning, and/or the implementation of this project? (Maximum 150 words)

12. How does this project either strengthen or build upon relationships with Indigenous peoples, communities, or students? (Maximum 150 words)

13.	How does this project address reconciliation and ideally strengthen the relationship between Indigenous and non- Indigenous peoples? (Maximum 150 words)

14.	Do you have any plans to share what you have learned or experienced once the project year is completed? If yes, please explain. (Maximum 150 words)

BUDGET

Complete the following budget outline. Include all relevant details such as advertising costs, salary, honoraria, cost of supplies, etc. If you plan to use space, you must include the full cost of any room rentals in your budget. Do not forget to attach supporting details, including quotes and pricing from vendors.

Line	Item	Description/Justification	Qty.	Unit Cost/Rate	Total
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
Grand Total					$ 0.00

SUPPORTING DOCUMENTS

List any additional documents that you are attaching to your application to support your request.

SIGNATURES

By signing below, applicants indicate that they agree to the expectations of funding recipients and acknowledge that the information provided in this application is true and accurate.

Signature of Applicant	**Date**

If your project requires approval from a Faculty/Unit (Deans and/or Associate Deans), Senior leadership (appropriate VPs) and/or Senior Directors in affiliated unit. For student submissions, signatures from elected leadership of SU and/or GSA, Dean or Associate Dean, or Faculty member if the project is faculty-based. Obtain a letter of support and a signature below. Please also provide them with a copy of this completed application form for their reference.

Name	**Date**

Signature of Support