

## **UNBC Connecting Communities for Climate Change and the Environment Grant: Call for Proposals**

The UNBC Connecting Communities for Climate Change and the Environment Grant provides an opportunity for UNBC faculty to engage and develop collaborations with partner organizations (including the private sector, government, Indigenous communities, NGOs, citizens, and other entities not directly affiliated with academia), in the development and eventual implementation of action-oriented environmental, sustainability, natural resource, and/or climate change focused initiatives. This seed grant program developed through a collaborative effort between UNBC and the Pacific Institute for Climate Solutions is intended to support research projects that will generate knowledge and relationships that in turn accelerate initiatives with direct benefits to our communities and the North, advance knowledge exchange, translation, and user-driven science, and increase UNBC's capacity for solutions-oriented research in climate, environment, and sustainability.

*The Grant normally funds project costs of up to \$10 000 for one year. The number of funded projects will depend on available funding, but we anticipate supporting four to six projects.*

### **Projects supported by this grant must:**

- Have at least one collaborating partner, providing experience and knowledge directly related to the research topic, who is a key player in the development of the research identification of the research project, committed to participating in the entirety of the project, and who will support the implementation of the actionable research results
- Emphasize relationship building and plans for long-term maintenance of developed connections
- Create positive environmental, sustainability, or climate change impacts for Prince George and/or the North
- Have plans in place to apply for and acquire funding for post-seed-funding activities to ensure the longevity of the research project (examples include further PICS funding, Mitacs Accelerate, SSHRC Connections)

### **Who Can Apply?**

UNBC faculty member(s) (including tenure-track/tenured, librarians, and SLIs) will take the role of the PI for any projects funded through the Seed Grant program and apply as a team with at least one partner organization based in Prince George or northern BC. Projects involving more than one faculty member and teams with diverse perspectives and skill sets are encouraged.

### **Equity, Diversity, and Inclusion**

The interdisciplinarity of the UNBC Community Connections Seed Fund encourages applicants to incorporate a diversity of sex, gender, age, and perspectives in their project design.

Diversity and gender should be considered when establishing the project team as well as through the development and implementation of project outcome(s) to ensure positive impacts from the project are distributed equitably.

## Evaluation Criteria and Funding Decision

The evaluation of the proposal will be completed using the following, equally weighted criteria:

### 1. Relevance and Outcomes

- The project has a high potential of contributing to positive environmental, sustainability, and/or climate change-related issues in Prince George and/or the North
- The project presents an original research idea and the potential to generate new knowledge and/or refines/further develops existing approaches by applying them in a new context
- The project outcome(s) and long-term vision post-seed funding are of high quality and relevant and an appropriate method for tracking progress toward project outcomes is clearly defined
- The proposal includes a clearly defined plan for acquiring funding to further pursue project outcomes past the one-year Seed Funding timeline

### 2. Collaborating Partner(s)

- The team is well-suited and qualified to address the proposed research and implement project objective(s); The team includes diverse knowledge and perspectives, as appropriate, contributing to diversity and enhancing representation
- The role of each collaborating partner at each stage of the project is well-defined and there is a clear demonstration of co-design, co-development, and co-implementation of the project and its outcome(s)
- The proposal includes a clearly defined plan for the use of projects outcome(s) by collaborating partners, including strong, specific actions that will position the research results for their intended uses

### 3. Strength of the Proposal

- The research problem, project objective(s) and deliverable(s), and supporting activities are clearly defined and justified; the scope of the objective(s) are achievable in the one-year funding timeline; the planned expenditures are realistic, clearly explained, and justified
- Indicators and methods of measuring outcomes both during and after the project are clearly defined and well-justified

The review committee for the Grant, consisting of representatives from the Office of Research and Innovation and the PICS Program Manager, will consider the project's merit value based upon the aforementioned criteria.

Proposals can be submitted through Romeo [here](#). Please select RSIG and check the box indicating the “UNBC Connecting Communities for Climate Change and the Environment Grant”

## Proposal Requirements and Submission Details

A complete proposal will include:

- Cover letter
- A maximum 5-page proposal using the guidelines provided (See Appendix A)
- Literature citations (when necessary, not included in the 5-page count)
- Project management plan
- Proposed budget with justification where applicable (See Appendix B)
- CVs for major project partners

## Timelines

Proposal Due Date	June 19, 2023
Notification of Decisions	June 23, 2023
Official Start of Project (on or shortly after)	July 4, 2023

## Community Engagement and Post-Funding Requirements

To assess the value of community engagement in the projects funded through the UNBC Connecting Communities for Climate Change and the Environment Grant, we request that all successful recipients reflect upon their engagement processes at the start and continuously throughout the duration of the project. The reflection points provided in Appendix C should be answered and can serve as a starting point to assess community engagement. We also ask all successful applicants to work with PICS Communications to share the stories of community capacity building in the north.

## Appendix A: Required Content and Proposal Format

Please submit the proposal contents as a single pdf document with the main body of the text being a maximum of three pages, 11 pt. font and 2.5 cm margins.

1. Cover Page (Signed by all major project partners)
2. Main body
  - a. Clearly defined project objectives and articulated need for the research problem to be addressed
  - b. Description of the anticipated outcome(s) and deliverable(s), from both the one-year seed funding timeline and post-seed fund; description of how the impacts and outcomes will be measured and monitored; clearly articulated plan for how the collaborating partner will use the outcome(s) and how they contribute to economic, social, and/or environmental well-being of Prince George, northern BC, and citizens.
  - c. Detailed explanation and justification of proposed research activities, work plan, and timeline
  - d. Plan for implementation of project outcome(s) and deliverable(s)e. Defined plan for acquiring funding post seed-funding to further pursue research objective(s)
3. Literature citations
4. Proposed budget and justifications, where applicable

5. Project management plan which outlines the role of team members, how the team will work together, and proposed meeting schedules
6. CVs for all major project partners

### **Appendix B: Budget Details**

Please include a budget (as detailed as possible) for the year of funding in a table format. Activities that qualify for funding through the UNBC Community Connections Seed Grant include:

- Financial support for students
- Travel
- Activities that support knowledge mobilization, enhanced capacity, and collaboration related to the project (including conferences, meetings, workshops, training opportunities, etc.)
- Activities contributing the growth and enhancement of relationships between UNBC staff, students, and faculty and collaborating partners

### **Activities that do NOT qualify for funding include:**

- Staff costs for project administration
- Furniture, space refurbishment or improvement.

### **Appendix C: Reporting on the impact of the UNBC Connecting Communities for Climate Change and the Environment Grant**

1. Which communities were engaged through this project?
2. Acknowledging that community engagement is a broad umbrella term which can take many forms, please answer the following questions to the best of your ability and project applicability.
  - A. What types of engagement were employed throughout this project?
  - B. Date and location of the engagement
  - C. Number of attendees
  - D. Any further comments
3. What measures were taken to ensure that equity, diversity, inclusion, and anti-racism were embedded in the engagement processes?
4. How did the project contribute to building capacity or strengthening collaboration? (ie. Training or educational opportunities, skill development, networking)
5. Was community feedback sought and/or incorporated into engagement processes throughout the course of the project? Please describe in detail
6. How will you continue to build on and/or maintain relationships built through this project?

7. Were there any challenges in engaging with/building relationships with the communities involved in this project? Please describe lessons learned that could improve future engagement endeavors.
8. What are the planned next steps?
9. Please share any other comments regarding the project's engagement processes.