



Indigenous Centre for  
**Cumulative Effects**

Centre autochtone sur  
**les effets cumulatifs**

# **Indigenous Centre for Cumulative Effects**

Community Funding Program

Call for Proposals—Funding Guidelines

2021–2022





**Have a project idea?**

We would be pleased to discuss the eligibility criteria for our funding program, answer any of your questions and provide guidance on the application process before you begin. Please contact us by email at: [technicaladvisor@icce-caec.ca](mailto:technicaladvisor@icce-caec.ca).

## 1. Program Overview and Objectives

The Indigenous Centre for Cumulative Effects (ICCE) is an independent Indigenous organization that facilitates the meaningful involvement of communities in the design, collection, monitoring and analysis of Indigenous and non-Indigenous science-based activities in the context of cumulative effects management.

The main objectives of ICCE's community funding program are to:

- help build and enhance the scientific and technical capacity of Indigenous communities for cumulative effects management and assessment in their territories
- support community-based projects and baseline studies as it relates to cumulative effects

Cumulative effects are defined by the Canadian Council of Ministers of the Environment as changes in the environment caused by multiple interactions among human activities and natural processes that accumulate across space and time.

Cumulative effects from an Indigenous perspective takes into consideration the cultural, social, and health impacts—in addition to the environmental effects—of activities and processes on our land, water and air. The Nunavut Impact Review Board (NIRB) defines cumulative effects as “the impacts on the biophysical and socio-economic environment that results from the incremental effects of a development when added to other past, present, and reasonably foreseeable future developments, regardless of what agency or person undertakes such other developments. Cumulative impacts can result from individually minor but collectively significant actions taking place over a period of time.”

## 2. Who can apply?

- First Nations communities, associations and organizations
- Inuit communities, associations and organizations
- Métis communities, associations and organizations
- Any other Indigenous organizations working on cumulative effects

Eligible applicants may partner with other Indigenous communities and with external partners such as:

- Federal, provincial, territorial, or regional governments
- Non-governmental and non-for-profit organizations
- Academic and research institutions





### 3. Eligible projects

Listed below are examples of projects that may be eligible for funding. We encourage applicants to contact our team with other project ideas to determine their eligibility.

- Cumulative effects studies
- Baseline studies including environmental exposure, health, and/or Indigenous Knowledge
- Developing a strategy or protocol for engagement/consultation as it relates to impact assessments and/or cumulative effects assessments for a targeted community, nation, or region
- Educational and/or training events related to cumulative effects assessment and management
- Developing training tools for community-based cumulative effects assessment, management, or monitoring
- Cumulative effects associated with climate change
- Cumulative effects associated with Indigenous knowledge mobilization initiatives
- Community-based studies on cumulative effects and cultural practices and identity
- Cumulative effects on ecosystems and cultural dynamics by pollutants (air, soil, water, etc.) and/or industrial development

### 4. Available Funding

The program has approximately \$3 million available for the 2021–2022 fiscal year. The level of funding for each project will be determined on a case-by-case basis. The goal of the program is to fund as many projects as possible while considering regional and Indigenous (First Nation, Métis and Inuit) representation.

Funding can cover some or all of a project based on the budget provided in the project proposal with multi-year funding available. In this instance, the project proposal and budget must provide details for each fiscal year. ICCE's fiscal year runs from April 1<sup>st</sup> to March 31<sup>st</sup>.

#### 4.1. Eligible Expenditures

Eligible costs are those that are incurred during the duration of the research/program as specified in the funding agreement (with the exception of costs relating to final reports), they are incurred in connection with the research/program and are necessary for its activities and are indicated in the estimated budget.

The following are eligible expenditures for research/program activities:

- Salaries and wages
  - Community staff (environmental technicians, youth positions, Elder positions, etc.)
  - Daily allowances
- Travel, transportation, and accommodation for community staff, Elders, youth, external partners, event participants, etc.
- Staff training and workshops
- Professional services/fees (contractors or subcontractors)
- Facility rental
- Data collection, analysis, and reporting
- Audit and evaluation
- Office supplies and equipment dedicated to the project, such as:
  - Purchase of some types of climate monitoring equipment
  - Purchase of some types of technical monitoring equipment
  - Rental of vehicles (trucks, ATVs, snowmobiles, boats, etc.) used to access areas for monitoring purposes



- Printing and communication products
- Data purchase from commercial provider
- Administrative costs, to a maximum of 15%

#### **4.2. Ineligible Expenditures**

The following are ineligible expenditures for research/program activities:

- Capitalization costs including the establishment or expansion of financial instruments
- Bad debt expenses and expenses associated with collections
- Payments for services that would normally be provided without charge (e.g. honoraria)
- The operation, repair and maintenance of economic or municipal infrastructure
- Economic infrastructure which has a reasonable expectation of capturing capital and operating costs through user fees and other means and can function as a commercial enterprise
- Capital assets (purchasing of assets costing more than \$10,000 with a useful lifespan of more than one year)

#### **5. How to Apply**

To apply for funding, please follow the application process outlined below:

1. Review this document.
2. Seek and confirm support for your proposed project with a letter from your organization indicating support for your project.
3. Prepare a Project Proposal fulfilling the requirements outlined in section 5.1.
4. Prepare a Work Plan and a Budget outlining a work calendar and expenses plan.
5. Submit the Project Proposal, including the Work Plan, the Budget and the letter of support.
6. Send the Project Proposal to [info@icce-caec.ca](mailto:info@icce-caec.ca). You will receive an email confirming the receipt of your application within 1–5 business days; if you do not, please contact us.





### 5.1. Proposal Requirements

Complete a Project Proposal following the requirements below:

<b>Requirement</b>	<b>Description</b>
<b>Title page</b>	Provide a descriptive title that outlines the main idea of your project.
<b>Executive summary</b>	Provide a brief summary of the proposal (1–2 paragraphs) covering the various elements of the project, including the total budget request and timeline.
<b>Project lead/funding recipient contact information</b>	Provide contact information for the project lead who will be in charge of the contribution arrangement. Provide an administrative point of contact if different from project lead.
<b>Project team and external partners</b>	Provide the names, titles, and contact information of those who will be working on the project.
<b>Project objectives</b>	Describe the anticipated high-level goals and outcomes that will be accomplished through the proposed project.
<b>Project description</b>	Describe how the project objectives will be achieved: proposed methodology, sampling areas, measurement parameters, reference maps, and participating communities.
<b>Evaluation Plan</b>	Outline an evaluation plan and/or criteria for the measurement of success of the project. Describe the deliverables that will allow the project activities to be assessed and how activities will be monitored and measured.
<b>Work plan</b>	Provide the expected timeline and plan for the achievement of the proposal objectives and the expected due date for each deliverable.
<b>Budget</b>	Provide a budget for the proposal including the estimated expenditures and their concurrent deliverables or activities for each ICCE fiscal year. Sort each expenditure according to their type of eligible expenditure as listed at 4.1. If not listed, provide details. Describe the other funding sources of the project.





## 6. Review Process and Evaluation

### *Call for proposals*

ICCE National office currently receives funding proposals on a regular basis throughout the fiscal year. However, ICCE will assess projects submitted according to the review process and schedule established in section 7 below. The “Publication of the call” dates are for reference only and outline the anticipated timing for a formal call for proposals to promote ICCE’s funding program.

### *Eligibility Review*

The ICCE Executive Director and ICCE National office verify the Project Proposals eligibility. This eligibility assessment of Project Proposals is carried out based of the Centre’s objectives, its funding capacity and the criteria listed in sections 4.1, 4.2 and 6.1 of the guidelines. Applications that are not complete or not deemed to be relevant or eligible will be withdrawn from further review.

ICCE will avoid selecting projects with overlapping objectives and will try to ensure broad geographic and Indigenous representation. Should multiple projects be submitted with similar objectives, preference will be given to proposals that demonstrate innovation, involve youth and elders, and incorporate Indigenous Knowledge.

### *Technical Advisory Committee Assessment*

The eligible Project Proposals are reviewed by ICCE Technical Advisory Committee (TAC) composed of indigenous and non-indigenous experts on cumulative effects. The TAC assesses Project Proposals in respect with their alignment with the objectives of ICCE funding program, general ICCE orientation and their cumulative effects scientific relevancy and balance of perspectives. The TAC meets when necessary to discuss and assess the Project Proposals.

### **6.1. Assessment Criteria**

To support the strategic objectives of this funding opportunity, proposals will be assessed against some of the following criteria depending on the nature of the proposed project:

- To what extent does the proposal align with eligible activities and meet program objectives to support community-based projects and baseline studies as it relates to cumulative effects?
- Does the applicant, project leader and/or external partner(s) have the capacity to manage the implementation of activities within their proposal successfully?
- Does the proposal demonstrate a realistic assessment of estimated total costs and a justification of the level of funding required?
- Where appropriate (e.g. community-based monitoring), is co-production of knowledge/Indigenous Knowledge included in the proposal?
- Does the project use participatory research methods?
- Is there cooperation with partners to minimize overlap and duplication?
- Is there a balanced representation of gender on the project team?
- Are youth and Elders involved in project activities?
- Is there an educational or training element to the proposed project that will enable communities to increase their capacity in cumulative effects management, assessments, and/or studies?





Listed below are some components that applicants may also wish to mention in their proposal:

- Show explicit relevance to cumulative effects assessment, monitoring or management
- Be a community-based initiative
- Partner with organizations conducting similar research or initiatives
- Incorporate Indigenous Knowledge within a consistent and respectful procedure to effectively collect, manage, store, and share knowledge when appropriate
- Incorporate a data management plan with a consistent data structure (e.g., CSV, shapefile) to effectively collect, manage, store, and potentially share the data resulting from the project
- Facilitate an elder-youth connection with opportunities for the transfer of knowledge between generations
- Provide Indigenous youth (ages 15 to 29) with educational, skill development or employment opportunities
- Have a gender-balanced team
- Consider long-term sustainability of data collection and dissemination
- Consider the establishment of formal long-term partnership or collaboration regarding capacity building in regard of the analysis of cumulative effects

## 6.2. Funding Decision

The decision whether to fund or not fund a Project Proposal is informed by both its *eligibility review* and its *Technical Advisory Committee assessment*. ICCE Executive Director and ICCE Board of Directors approve funding following these reviews, ICCE policies and available budget.

Each Project Proposal is subject to separate approvals. Such approvals may be attached to specific obligation or restriction regarding the use of ICCE funding to be included in a funding agreement.

## 6.3. Funding agreement

After the project proposal is approved, the ICCE National Office will prepare a funding agreement to be discussed and signed by ICCE Executive director and the recipient. After the signature of the agreement, ICCE transfers funds according to the payments and reporting schedules established in the said agreement.

## 6.4. Reporting Requirements

Beneficiaries will be required, as stipulated in the funding agreement, to produce summaries and reports detailing their work and the results of their project. The information provided in the reports may be used by ICCE in its public communications and development activities. Community members involved in the activities of the project may or may not consent for the dissemination of their knowledge.





**7. Schedule for 2021–2022**

<b>Publication of the call for proposals</b>	December 21 <sup>th</sup> 2020	April 1 <sup>st</sup> 2021	August 1 <sup>st</sup> 2021	November 1 <sup>st</sup> 2021
<b>Deadline for submitting applications</b>	<b>**Extension**</b> February 8 <sup>th</sup> 2021	June 1 <sup>st</sup> 2021	September 1 <sup>st</sup> 2021	December 1 <sup>st</sup> 2022
<b>Evaluation period</b>	February 8 <sup>th</sup> 2021 to March 1 <sup>st</sup> 2021	June 1 <sup>st</sup> 2021 to July 1 <sup>st</sup> 2021	September 1 <sup>st</sup> 2021 to October 1 <sup>st</sup> 2021	December 1 <sup>st</sup> 2022 to January 1 <sup>st</sup> 2022
<b>Notice of decision</b>	Mid-March 2021	Mid-July 2021	Mid-October 2021	Mid-January 2022
<b>Signature of grant agreements</b>	End of March 2021	End of July 2021	End of October 2021	End of January 2022
<b>Funding start date</b>	April 1 <sup>st</sup> 2021	August 1 <sup>st</sup> 2021	November 1 <sup>st</sup> 2021	February 1 <sup>st</sup> 2022

