INDIGENOUS ENGAGED RESEARCH GRANT

Terms of Reference and Application Process

The Office of the Vice-President (Research) recognizes the importance of support for the development of meaningful, respectful, and reciprocal relationships in pursuing research partnerships that engage and benefit Indigenous communities.

This supplemental grant program is intended to support relationship-building between University of Alberta researchers and Indigenous communities with whom they work to develop, undertake, and report on research projects. This funding encourages and supports researchers in developing respectful, reciprocal research relationships with Indigenous communities. There are two funding streams researchers can apply to:

1. **Small Research Grant** (up to $1,000)
    a. **Purpose:** To provide short-term support for immediate research needs and relationship-building opportunities. This stream is designed to help researchers respond quickly to community-led requests or time-sensitive engagement activities. Examples of Eligible Activities:
        i. **Protocol & Gathering:** Purchase of sacred medicines, gifts, or water and food for a community meeting or ceremony.
        ii. **Emergency Travel:** Travel costs to attend a community-led event, funeral, or celebration on short notice.
        iii. **Community Requests:** Honoraria for an Elder or Knowledge Keeper providing unscheduled guidance or consultation.
        iv. **Responsive Knowledge Sharing:** Costs for printing small-scale materials or hosting a local "tea and talk" to share preliminary findings.
    b. **Duration:** Maximum 6 months.
    c. **Submission Deadline: Rolling Intake.** Applications are accepted year-round. To support "just-in-time" needs, the review process is expedited (typically within 10–14 business days).
2. **Large Research Grant** (up to $6,000)
    a. **Purpose:** To provide larger-scale support for new and existing partnered research activities that, due to their scope, require a larger investment.
    b. **Duration:** Maximum 1 year.
    c. **Submission Deadline:** June 1 and December 1

Eligibility

- Applications must support activities to build, maintain, or strengthen research partnerships with Indigenous communities.
- **Geographic Scope:** This fund is primarily intended to support relationships with Canadian Indigenous communities.
    - **Exceptional Basis Clause:** Requests involving Indigenous communities outside of Canada may be considered on an exceptional basis. Applicants must provide a brief justification explaining the cross-border nature of the community (e.g., Circumpolar Arctic, Transborder Nations) or how the engagement is essential to the development of a Canadian-based research program.
- Primary applicant eligibility for funding is typically restricted to tenure/tenure-track faculty. Please refer to the University of Alberta Policies and Procedures Online (UAPPOL) document titled "Eligibility to Apply for and Hold Research Funding Policy."
- **Frequency of Funding:** To support long-term, reciprocal relationship-building, there is no mandatory waiting period between applications.
- **Funding Thresholds:** Researchers may hold multiple grants; however, priority in adjudication will be given to:
    - Applicants who have not received funding from this program within the previous two fiscal years.
    - Applicants whose cumulative funding from this program is currently below $6,000.
- **Active Grants:** Applicants must demonstrate that any previously awarded Indigenous Engaged Research Funds are either completed or that the new request covers a distinct phase or different community partner.
- Funding may be requested for the relationship-building phase of a new project, the extension of a current project with new community partners, or for knowledge mobilization activities with community partners. Funding may be requested for expenses, including, but not limited to:
    - Honoraria for community members involved (see Indigenous Honorarium Guidelines)
    - Protocol for Elders and knowledge keepers (see Elder Protocol and Guidelines)
    - Expenses related to site visits, regional travel, and community-based hosting

- Knowledge mobilization activities and products (i.e., events, digital/print outputs, and targeted dissemination travel)
- Ineligible expenses include salary support of any kind, purchase of equipment, indirect costs of research, and direct costs of research with the exception of the items noted above. Student salary support and other direct costs of research can be applied for through the Strategic Research Initiatives Fund and the Killam Research Fund.

Selection Process

The adjudication process is tiered to ensure both administrative efficiency for small needs and peer-review excellence for larger projects:

- **Small Research Grants (up to $1,000):** To ensure a timely response to emergent community needs, these requests are reviewed and adjudicated on a rolling basis by the Vice-President (Research) or delegate. Adjudication focuses on the immediate impact of the relationship-building activity and is typically completed within 14 business days.
- **Large Research Grants ($1,000–$6,000):** These applications are reviewed and adjudicated twice annually by a formal selection committee chaired by the Vice-President (Research) or delegate.

Committee Composition: The committee comprises members from the university's research community who are appropriately representative of the institution's diversity and have expertise across research disciplines. All adjudicators are required to complete unconscious bias training.

Grant Administration

- All conditions on awards must be cleared within six months from the award date, unless an exemption from this requirement is sought and obtained from the Office of the Vice-President (Research). Requests for exemption should be sent to parsad@ualberta.ca with justification for the request. If this guideline is not met, the award will expire.
- Recipients must notify parsad@ualberta.ca if they have or will receive funding from another source for the same project or scope of work, providing justification for why IERG funds are required beyond other funding received.
- Any funds remaining at the end of the project term will be returned to the source.
- One-time extensions of up to one year may be requested through the internal research funding coordinator. Please send an email to parsad@ualberta.ca to initiate the extension.
- The recipient must submit a final report to parsad@ualberta.ca within 30 days of the project's end date, explaining how funds were spent to support the project.

Reporting templates will be provided, including, but not necessarily limited to, the following:

- Research Excellence: How this project supported your career stage and your potential to secure future external funding (e.g., SSHRC).
- *Forward with Purpose*: How the project contributed to the University's core goals:
  - Strengthening our Core (research capacity)
  - Growing our Community (diversity and inclusion)
  - Engaging the World (impactful partnerships)
- *Braiding Past, Present, and Future*: How the project supports the Indigenous Strategic Plan, such as implementing Indigenous methodologies, supporting community capacity, or honouring Indigenous sovereignty.
- How partnerships were developed or strengthened through this project, including: new or deepened relationships with partners; governance or co-creation processes established; and how partners were meaningfully involved in designing, conducting, or mobilizing the research.
- Summary of funded activities and any other outcomes resulting from your project.

Application Process

Applicants must submit their application package as a single PDF. Requirements are tiered to ensure the application effort is proportional to the funding request.

Stream 1: Small Research Grants (Up to $1,000)

Simplified process for emergent needs. **1-page maximum**.

- Project Title & Community Partner(s).
- Expense Breakdown: A brief list of requested items/activities and costs.
- Project Description: Is this part of a larger project?
  - How does this relate to establishing a new partnership or strengthening an existing one?
  - How does this serve the community and the research goals?

Stream 2: Large Research Grants ($1,000 – $6,000)

Comprehensive process for larger-scale partnered activities.

- Written Proposal: **Max 4 double-spaced pages** (Font 12). Must address:
    - Project Description: Interpretation of the Indigenous community/communities involved and the nature of the relationship.
    - Principles: How the work reflects Access, Community, and Belonging, and *Braiding Past, Present, and Future*.
    - Budget Justification: Clarification on any items that may overlap with existing grants.
- Evidence of Relationship: Letter of support from, or evidence of relationship with, the community.
- Submit your traditional disciplinary CV (no length restrictions) accompanied by a **narrative summary (maximum two pages)**. To contextualize your work, structure the summary using three sections: Personal Statement, Most Significant Contributions and Experiences, and Supervisory and Mentorship Activities. Please ensure this narrative summary focuses on your broader academic trajectory and mentorship experience, and does not duplicate the content of your impact statement. For detailed guidance, see the UAlberta Narrative CV Guide.

Submission Deadlines

Applications must be submitted electronically to **Leslie Parsad** (Office of the Vice-President, Research) at **parsad@ualberta.ca** according to the following schedules:

- **Small Research Grants: Rolling Intake.** Applications are accepted year-round to support emergent and "just-in-time" community needs. To ensure timely processing, applicants should submit their request at least **14 business days** before the planned activity or funding requirement.
- **Large Research Grants: June 1 and December 1.** Applications are due by 4:30 PM (MST) on these dates. If a deadline falls on a weekend or statutory holiday, applications will be accepted until the end of the next business day.

Records from this competition will be managed in accordance with the Access to Information Act (ATIA) and Protection of Privacy Act (POPA).