

June 2002

Nunavut Wildlife Management Board Policy:

Nunavut Wildlife Management Board (NWMB) Studies Fund

Introduction:

The Nunavut Wildlife Management Board will play an important role in directing and sponsoring wildlife research in Nunavut. The NWMB Studies Fund is directed towards research projects by Inuit and non-governmental organizations. This policy describes the purpose of the NWMB Studies Fund, the application procedure and the evaluation criteria for projects.

Funding:

Up to \$30,000 will be available for individual projects in a single year. Requests for more than \$30,000 will be considered on a case-by-case basis. Projects may be funded for more than one year, however organizations must apply for funding each year. Any funds remaining unused at the end of the fiscal year must be returned to the NWMB. Carry-forwards will not normally be approved for projects with only one year of approved funding. Those applying for new year funding may request to carry-forward unused funding. However, unused funds must still be returned to the NWMB and reissued with a new contribution agreement. Researchers are encouraged to budget carefully in order to reduce the amount of returned funds or carry over requests. Funds tied up in projects but not used may result in other worthwhile projects not being undertaken due to lack of funds.

The NWMB will consider proposals for funding once per year, in February or March. Applicants must submit preliminary proposals well in advance of the final deadline, by 30 November. Proposals submitted by 30 November will be given an initial review and applicants will be given advice and assistance in developing the proposal for final submission to the NWMB. This will ensure that all the required information is included. The final deadline for receipt of proposals will be in mid to late January.

Eligible Organizations:

The following types of organizations and individuals are eligible for funding from the NWMB Research Funds:

- i. Inuit organizations, including Hunters and Trappers Organizations, Regional Wildlife Organizations, Regional Inuit Associations and others;
- ii. Non-governmental organizations, including educational institutions and private companies;

iii. Residents of Nunavut.

Government departments are not eligible for funding from this source.

Subject Areas:

The NWMB is the main instrument of wildlife management in Nunavut. A major task in wildlife management is the determination of total allowable harvest for harvested populations. In addition, the Board is responsible for non-quota limitations on wildlife harvesting. The Board therefore requires information in the following general subject areas:

- i. Population Delineation, or the distribution of the population within Nunavut and elsewhere in Canada and other countries. This information is required to determine population size and harvest levels.
 - ii. Population size;
 - iii. Recent and historical changes in population distribution and abundance;
 - iv. Annual Production: includes information of birth rate, death rate, and the factors which affect production;
 - v. Effects of different management strategies (eg. Hunting seasons, sex selection);
 - vi. Management implications of different hunting and fishing methods (eg. Gill net mesh size, use of dog teams in bear hunts)
 - vii. Traditional management practices;
- Projects on other topics will also be considered if they are relevant to current wildlife management priorities of local priorities.

The NWMB is not an economic development agency: hence resource development activities such as experimental harvesting programs, product development and marketing studies will generally not be considered for funding. Similarly, the NWMB is not primarily concerned with human health issues. Therefore, research on contaminants, animal health and diseases will be considered only insofar as they concern the productivity of the wildlife populations themselves.

Research Priorities:

The NWMB will periodically establish wildlife management priorities by wildlife population and region of Nunavut¹. Research proposals will have a better chance of being accepted if they address a population and management question identified as a priority by the NWMB. Current wildlife management priorities are listed in Appendix 3. Researchers should clearly indicate how the project will address one or more of the priorities.

Research Methods:

Research may be conducted through collection of Inuit Qaujimajatuqangit (traditional knowledge), western scientific methods, or a combination of the two. In cases where Inuit Qaujimajatuqangit is collected, the issue of intellectual property rights

¹ See "NWMB Policy: Identifying Wildlife Management Priorities for Nunavut".

must be addressed. The Board will require evidence of appropriate community and/or regional consultation and support before research is sponsored.

Reporting Requirements:

The following reports are required by the NWMB:

1. **Interim Project Report:**
The purpose of this report is to provide the NWMB with information on the progress of the research before new proposals are considered for the coming year. Interim Project Reports are required by the deadline date for new proposals each January, and should follow the format provided for Interim and Final Project Reports. However, interim reports do not need to be as detailed as final reports.
2. **Final Project Report:**
This report should provide all relevant results and conclusions from the research. It will be used by the NWMB as the basis for making decisions about the wildlife population in question. Final Project Reports are required by 30 September of the year in which the project concludes, and should follow the format provided in Appendix 1.
3. **Interim Financial Report:**
This report is required for all projects, by the deadline for receipt of new projects in January of each year. This report should include projections of expenditures to the end of the fiscal year if research is still on-going. The report should follow the format provided for Final Financial Reports. Any significant variance (\$1000 or 10% on any line item) from the budget in the original proposal accepted by the NWMB must be explained.
4. **Final Financial Report:**
Final Financial Reports are required by 30 June of the fiscal year following the year of funding, and should follow the format provided in Appendix 2. A final financial report is required each year for all projects. The interim financial report may also serve as the final financial report if all research and expenses are complete prior to submission of the interim report. If the interim financial report is to serve as the final financial report, this must be clearly indicated at the time of submission.

Failure to provide required reports by the dates noted in the Contribution Agreement may result in cancellation of funding and will also be taken into account in assessing future funding requests.

Project Evaluation:

Proposed projects will be evaluated using the following criteria:

A. Research Priority

- i) Does the proposal address a research priority, question or management issue identified by the NWMB or the HTO?

B. Research Quality

- i) Are the proposed methods adequate to meet the objectives of the project in an efficient and cost-effective manner?
- ii) Is the budget detailed enough? Are the planned expenditures reasonable for the proposed work?

C. Funding and Training

- i) Is the applicant making a financial contribution to the project? An in-kind contribution (time, personnel etc.)? Are there other sources of funding?
- ii) What employment or training benefits will the project give to Nunavut residents?
- iii) What economic benefits will there be for Nunavut businesses?

D. Consultation and Reporting

- i) Is there evidence of community support for the project? Is consultation adequate before during and after the project?
- ii) What reports are planned? Is there an adequate plan for reporting to the relevant community?
- iii) Has the proponent received funds from the NWMB in the past? If so, has the proponent met all NWMB requirements for the previous project? Proponents who have not met NWMB requirements for previous projects will not be funded until the requirements are met.

APPLICATION FOR NWMB STUDIES FUNDING

All applicants should complete the attached application form. Applicants may instead submit a written proposal that answers the questions on the form. The following outline is intended to ensure that proposals are submitted to the NWMB in an acceptable format. Proposals should be presented in a concise, non-technical manner in Inuktitut and/or English. **Preliminary proposals must be submitted to the NWMB by November 30. Final proposals must be submitted by the January deadline to be considered for funding in the current year.** The exact date of the January deadline will be included in the call for proposals, sent out in September each year.

Title: Give the project a title that describes what the project is about.

Applicant: Include contact name, name of organization, address, phone, fax and e-mail if available.

Background: State the nature of the research problem. How does the research address a management concern of the NWMB (from the NWMB priorities list)? What questions will the research answer?

Objectives: What will be achieved by the project?

Methods: Describe the methods to be used. How will you do the research? Who will do the work? How many people will be involved? What equipment will you use?

Schedule: Indicate the dates for beginning and completing each phase of the project, and the total duration of the project. When will you start the project? When will you finish? Will it take one year or will it take longer? What are the stages in completing the project?

Reports: Describe how the results will be reported and to whom. Describe how the results will be reported back to local people. The NWMB will require an annual progress report on the project.

Personnel: Describe the role of each person involved in the project. Identify whether the person is an Inuk and/or a resident of Nunavut. Who will do the research?

Partners: Identify other participating or funding agencies, and contacts within those agencies. Who else are you asking for money for this project? Have they already agreed to the contribution or is it just requested?

Budget: Follow the example provided below:

Sample Budget Format

This is a sample only. You should include all items relevant to your particular project.

ITEM	COST (\$)
Air charter (X hours @ \$Y per hour)	\$\$\$\$\$
Food (X people @ \$Y per day x Z days)	\$\$\$\$
Equipment (give details)	\$\$\$\$
Salaries (X people @ \$Y per day x Z days)	\$\$\$\$
TOTAL	\$\$,,\$\$.00
Requested From NWMB (this proposal)	\$\$\$\$\$
Provided by proponent (in cash)	\$\$\$\$
Provided by other organization(s) (List individually)	\$\$\$\$
Total (Should match total above)	\$\$\$\$\$

In-Kind Contributions

Source	Item
Proponent	List items being supplied by applicant, e.g. snowmobiles, gas, binoculars, personnel time etc.,
Others	List items other organizations are contributing

The budget must have enough detail for the NWMB to assess whether the costs are realistic for the proposed project. If there is insufficient detail the project will be returned for more detail.

Application for Nunavut Wildlife Management Board Studies Funding

Title of Project:	
Name of Organization:	Name of Contact Person:
Mailing Address:	Phone:
	Fax:
	E-mail:
Is this project partly sponsored by a government department? Which one?	
Background: State the nature of the study problem.	
<i>How does the study/project address a wildlife management concern of the NWMB?</i>	

How does the study/project address a wildlife management concern of the local HTO?

What questions will the research answer?

Objectives: What will be achieved by the project.

What do you hope to achieve or get out of this project?

Methods: Describe the methods to be used.

How will you carry out the project?

Who will do the work?

How many people will be involved?

What equipment will you use?

Schedule:

When will you start the project?

When will you finish the project?

Will it take one year or will it take longer? How long?

What are the stages in completing the project?

Reports:

What type of reports will be prepared from the project?

How will you report back to the community?

Personnel:

Describe the role of each person involved in the project. Identify whether each person is an Inuk and/or a resident of Nunavut.

Partners: Other participating or funding agencies and contact names.

Who else are you asking for money for this project? Is the funding committed or just applied for? Who is your contact with each agency?

Budget:

Attach a detailed budget, which follows the example on the attached sheet. Note, the NWMB does not pay administrative fees as part of the funding.

Office Use Only

<i>Date Received:</i>	<i>Project Number</i>	<i>Acknowledgement Sent:</i>
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APPENDIX 1

Format for Interim and Final Project Reports

The following format should be used for interim and final project reports. Interim reports need not be as detailed as final reports. Interim reports should provide an

indication of the work completed, the ongoing work, the known or anticipated results, the employment and training provided to Nunavut residents and future plans.

1. **Project Title:** as on your original application
2. **Summary:** give a short summary of what is included in the report
3. **Introduction:** explain the background to the project
4. **Project Objectives:** explain why you did the project, what you hoped to find out
5. **Materials and Methods:** how did you do the project?
6. **Results:** what did you find out?
7. **Discussion and Management Implications:** explain what the results mean for future wildlife management
8. **Reporting to Communities/Resource Users:** Explain how you have (or intend to) report the results of this work in an appropriate manner to the communities concerned.
9. **References:**

Interim reports may be submitted by e-mail (preferred), fax or regular mail. The non-technical summary must be submitted in electronic format. If submitting electronically, do not send additional hard copies. Receipt of all reports will be acknowledged.

For electronic submissions, the file names should be similar in format to the project proposal names: <researcher's last name> <species> <location> interim <year> (e.g. Smith Bowhead Foxe Basin interim 2000). Do not label the file with NWMB.

APPENDIX 2

Format for Interim and Final Financial Reports

1. Original Project Budget and Contributions:

- i. Copy of the original project budget, from project proposal accepted by NWMB;
- ii. Table summarizing contributions of NWMB, proponent and others, from project proposal accepted by NWMB with explanations of any variation from the original proposal.

2. Financial Report:

Budget Item	Budgeted	Disbursed	Variance
TOTAL			

Balance, if any, to be returned to NWMB: _____.

Balance, if any, to be carried over: _____.

I certify that this is an accurate statement of the Board project funds received and disbursed in accordance with the joint contribution agreement.

Financial Signing Officer

A full financial report for the project budget, as identified in the original proposal, is required. Any variation between budgeted and actual expenditures should be explained. An explanation must be included for any variance greater than \$1000 or 10% in any line item (whichever is smaller). Any variation in the contribution amounts from the original proposal must also be explained.

Financial reports may be submitted by e-mail, fax or regular mail. If submitting electronically, do not send additional hard copy. Receipt of reports will be acknowledged.

For electronic submissions, the file names should be similar in format to the project proposal names: <researcher's last name> <species> <location> interim financial <year>. Do not label the file with NWMB.

APPENDIX 3

Summary of Wildlife Management Priorities from Regional Priorities Workshops – 2001

Regional wildlife priorities workshops were held in the Kitikmeot, Kivalliq and Qikiqtaaluk regions in summer and fall 2001. The issues identified in the regional priorities workshops fall into several categories. Some of the issues identified relate to research needs. Other issues focused primarily on management needs. Some issues also overlap into both research and management and are listed in both areas. Not every issue identified falls within the mandate of the NWMB. These issues are identified with Other Priorities section at the end of this summary. This summary is being distributed to the relevant organizations and agencies with responsibilities for those issues.

The lists below provide a general outline of the top priority issues raised. More details can be found by referring to the relevant regional reports. Additional issues were also raised at the workshops, but did not make the regional priority lists. These can be found in the regional workshop reports. Priorities are ranked by number. Items with the same number, but different letters are considered of equal priority.

Research Priorities

Baffin Region

1. South Baffin caribou
 - Research related to development of management plan
 - Primarily follow-up activities
 - Document traditional uses of caribou parts and IQ
2. Bowhead Whales
 - Need to collect both IQ and science
3. Narwhal and beluga
 - Need to use IQ and science
 - Need to balance quota between populations and communities
- 4a. Peary caribou
 - Determine sustainable harvest levels
- 4b. Walrus
 - Sustainable harvest levels
- 4c. Eider ducks
 - Investigate declining numbers
- 5a. Polar bears – Davis Strait
 - Research relating to quota increase

- 5b.Polar Bears – South Hudson Bay
 - Population research
- 5c.Reindeer – Sanikiluaq
 - Community research
- 5d.Scallops – Sanikiluaq
 - Community research
- 5e.Arctic Char – Sanikiluaq
 - Investigate population decrease
- 5f.Seabirds
 - Investigate status / populations
- 5g.Effects of Mining / Development on habitat
 - Effects on all wildlife
- 5h.Endangered Species
 - Collect information including IQ

Kivalliq Region

1. Environmental impacts of mining / roads
 - Need IQ and scientific studies
 - Review of previous impacts
 - Protection of caribou and calves
 - Protected areas strategy
2. Qamanirjuaq Caribou
 - Population surveys
 - Climate change
- 3a.Nuisance bears – polar bears and grizzly bears
 - Need IQ studies
 - Effect of harvesting
- 3b.Beluga whale
 - Population surveys
 - Migration patterns
 - IQ studies
- 3c.Narwhal
 - Population studies
 - IQ studies
- 4a.Polar bears
 - Need research on affect of male / female harvesting on population
- 4b.Snow geese
 - Address issue of overabundance – IQ studies
- 4c.Species at risk
 - Need research, especially IQ studies
- 5a.Walrus
 - Migration patterns
 - Population surveys
 - IQ studies

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- 5b. Bowhead Whales
 - Study migration patterns and genetics
 - IQ studies
- 5c. Eider ducks
 - Assessment of declining population
 - Role of Greenland

Kitikmeot Region

1. M'Clintock Channel Polar Bear
 - Document and use IQ
 - Look at other factors (climate change, shipping)
 - Community involvement in research
- 2a. Grizzly Bear
 - Summer survey
 - Use IQ, involve communities
 - Hire bear biologist
- 2b. Bathurst Caribou
 - Determine current and potential effects of exploration and development
 - Use IQ
- 2c. Effect of road / port development
 - Look at effects on all wildlife
 - Effects on way of life
 - Effects on ice
- 3a. Narwhal quota
 - Taloyoak, Kugaaruk, Gjoa Haven
 - Stock identity
 - Population size
- 3b. Muskox – Mainland Herd
 - Population count / location
 - Collect and use IQ
 - Effect on caribou
4. Dolphin-Union caribou
 - Identification / difference between DU and mainland caribou
 - Radio-tracking
 - Climate change
 - Use IQ
- 5a. Muskox – King William Island Herd
 - Population size / survey
 - Use IQ
- 5b. Important Habitats
 - Document IQ
 - Identify important habitats
 - Effect of development on habitats

Management Priorities

Baffin Region

1. Polar bear MOUs
 - Need to include communities in process and agreements
 - Need to address nuisance bear issue
 - Compensation for nuisance bears and / or property losses
 - Bear deterrents
2. South Baffin caribou
 - Need to follow up on last year's meeting and complete report
 - Need to identify information needs of communities
3. Bowhead whale
 - Need to manage for annual harvest
 - Need to use Inuit Bowhead Knowledge Study
4. Narwhal and beluga
 - Need to review Community-based Management
 - Need to address issue of entrapment
5. Polar bear harvest – Greenland in Kane Basin
- 6a. Polar bear quota increase Davis Strait
- 6b. Arctic Char Management – Sylvia Grinnell River
- 6c. Commercial fisheries management - Pangnirtung

Kivalliq Region

1. Polar bear – sport hunts
 - Need to review regulations on snowmobile use
 - Need to review seasons
- 2a. Nuisance bears – polar bears / grizzlies
 - Need education / bear safety
- 2b. Narwhal
 - Need to develop management plans
 - Follow up on Community-based management
- 3a. Polar bear MOUs
 - Need discussions / consultation
 - Review boundaries and quotas
 - Need to reduce confusion about system
- 3b. Snow geese
 - Need to increase commercial quotas
- 4a. Bowhead whales
 - Need long term schedule of hunts (5 to 10 years)
- 4b. Eider ducks
 - Need management agreement with Greenland

Kitikmeot Region

1. Polar Bears – M'Clintock Channel
 - Identify and implement other economic opportunities
 - Open communications
2. Bathurst Caribou
 - Continue development of management plan
- 3a. Narwhal quota
 - Transfer of tags between communities
 - Review of rules and Community-based Management
- 3b. Muskox – Mainland
 - Review boundaries
 - Review quota
4. Dolphin-Union caribou
 - Trans-boundary issues with Holman
- 5a. Muskox – King William Island Herd
 - Quota increase
 - Avoid over-population
 - Review management goals
- 5b. Important Habitats
 - Preserve / protect important habitats
- 5c. Polar Bears – Gulf of Boothia
 - Complete report from recent research
 - Increase quota
 - Address concerns about problem bears
 - Review MOU

Other Priorities

Baffin Region

1. Inclusion of IQ in research / management
 - Need funding for training workshops and teaching young people
 - Need to define IQ
 - Need to compensate elders appropriately
2. HTO Funding
 - Need more funding
 - Need more administration support for office managers
3. Seal and other marine mammals health / contaminants
 - Document community observations
 - Need laboratory in Baffin region
 - Need to get information back to communities
 - Need funding for this type of research

4. Clams – contaminants

5. Funding for emergency cabins / outpost camps
 - Need more money
 - Need income support at outpost camps
6. Need involvement of Inuit in exploration / development
7. Need funding for samples from hunters

Kivalliq Region

1. Qamanirjuaq caribou
 - Study / research on health condition / disease monitoring
2. Beluga whales
 - Disease monitoring
3. Walrus
 - Disease monitoring
4. Clean up of old camp sites
5. More funding / training for HTOs
 - Review process of getting funding
 - Increase salaries for secretary managers
 - Hiring of elders to teach youth
6. Portable Meat Plant / Abattoir
 - Need funding
 - Need marketing
 - Need training
7. Price for charr in Kivalliq communities
 - Better marketing strategy
 - Community meetings / agreement
8. Marketing sport hunts and commercial fisheries
9. Policy for hunter support
 - Consultation communities and NTI