

NUNAVUT WILDLIFE MANAGEMENT BOARD POLICY AND PROCEDURES

POLICY: Nunavut Wildlife Research Trust

APPROVED: June 16th, 2014

Purpose

The Nunavut Wildlife Research Trust (NWRT) (through the NWMB) provides funding for government departments to carry out wildlife research in Nunavut in order to help establish an effective system of wildlife management in the territory. The NWRT provides an annual allocation, which is administered by the NWMB, to address wildlife management priorities as identified by the NWMB. The Nunavut Wildlife Research Trust was established in 1996 upon receiving a single payment of 11 million dollars from the Government of Canada as per the *Contract Relating to the Implementation of the Nunavut Final Agreement*.

Research is necessary to ensure that wildlife resources are managed and harvested in a sustainable way so that Nunavummiut can continue the hunting and fishing that is so essential to their way of life. The NWMB has a lead role to play in this area and is committed to making wildlife research responsive to the needs and concerns of the people of Nunavut.

Nunavut Land Claims Agreement Authority

The NWMB's authority under the NLCA pertaining to research is provided in subsections 5.2.37 (a), (b), (c), (d), 5.2.38 (a), (b), (c), (d) and 15.3.6.

Policy Statements

The NWMB adopts the following policy statements for the Nunavut Wildlife Research Trust. It shall be the NWMB policy that the NWRT:

1. will be restricted to projects led and developed by Canadian Federal or Nunavut territorial government departments;
2. will focus on addressing NWMB and Regional Wildlife Management and Research Priorities;
3. will fund scientific and IQ/TEK research, and encourage incorporation of both knowledge systems into all research projects;
4. will focus on research applicable to the NWMB's management functions;
5. will be administered in the most cost and time efficient manner; and
6. will promote and encourage the employment of Inuit and Inuit organizations in research.

Funding

Projects may be funded under the NWRT as single year projects (up to a maximum of \$75,000), multi-year projects (up to a maximum of \$75,000 per year), and preliminary projects (up to a maximum of \$15,000). Proposals for multi-year funding (not exceeding 3 years) must clearly explain why the project design requires the amount of time requested. The NWRT annual allocation in a given year for multi-year projects shall not exceed 25% of the total amount of funding available and 10% for preliminary projects. The Board will only consider a package of the top ranked proposals making up not more than 135% of the amount available to allocate.

The NWRT will be restricted to Canadian federal and Nunavut territorial government departments. Research must be carried out within the Nunavut Settlement Areas or adjacent marine areas and contribute to Nunavut's wildlife management.

Administration

The Trustees of the NWRT will determine the amount of funding available for allocation each year in December. The Director of Finance and Administration will be responsible for preparing all briefing material for the Board to consider at the December meeting. In addition, the NWMB's Fund Manager will provide a presentation on the performance of the Trust at the December meeting. The Director of Wildlife Management will be responsible for the general administration of the fund as directed by the NWRT Funding Guide.

The NWMB will consider proposals for funding in March of each year. NWMB staff will prepare and present a one page summary of each of the new NWRT proposals at the NWRT meeting. In an effort to streamline the NWRT review for the Board NWMB staff will not present each interim progress or interim financial report at the NWRT meeting unless requested. NWMB staff will be prepared to respond to any questions from Board members.

The NWRT application process will require applicants to submit applications in hard copy or via email, which will be available from the NWMB's website. Proposals must score a minimum of 65 points to be considered by the NWMB. The Director of Wildlife Management shall have the authority to reject NWRT applications that are not submitted in adequate detail, do not meet the funding guide criteria or minimum score, or where reporting requirements are not met. Due to the large number of projects, the NWRT projects shall be approved through a single motion.

Funding will be provided to the department by the NWMB once the applicant has demonstrated that funding conditions for the project have been met. The deadline for meeting funding conditions is **30 June** in the year in which the project is to be funded. If a project does not meet the required funding conditions by the deadline date, that project will be excluded from the contribution agreement. The contribution agreement will be negotiated for those projects having met the requirements, and any excluded project(s) must reapply for funding the following year.

Requests for carry-overs of funding less than \$25,000 will be dealt with by the Director of Wildlife Management. Requests greater than \$25,000 must be approved by a motion of the NWMB.

The Board will review the NWRT policy and procedures once every three years.

Consultation and reporting requirements

The NWMB anticipates that most research will be done with the cooperation and active participation of local people. Hence, consultation before, during and after the research project is a requirement for research sponsored by the NWMB. The consultation requirement for projects that affect less than five communities is a letter of support from each of the affected Hunters and Trappers Organization(s). The consultation requirement of the NWRT for projects that affect more than five communities is a letter of support from the affected Regional Wildlife Organization(s).

When a project is denied a letter of support from affected communities, or is unable to obtain letters of support from all affected communities, a project will still be considered for funding if a majority of the affected communities provide a letter of support or if the researcher has done a “conscientious” job of consulting and there are no objections from the communities. The requirements and criteria that must be met to demonstrate that conscientious consultation has occurred can be found in the NWRT Funding Guide.

Plans for community reporting must be provided in the proposal. Copies of community reports must be provided to the NWMB.

Applicants must also provide Inuit participants with the opportunity to report on the research operations and results. This report should be included in the Final Project Report. If Inuit participants choose not to provide a report, the project lead should include evidence in the Final Project Report that this opportunity was available.

All proponents will be required to meet the NWMB reporting requirements as per the NWMB funding guide unless there are extenuating circumstances to be considered for future research funding. The Director of Wildlife Management will be responsible for ensuring that NWRT reporting requirements are fulfilled.

Proposal evaluation

The evaluation process of applications for NWRT funding will involve a two-fold review process which includes a scoring of the proposals by the NWMB’s Wildlife Section and then a review by the members of the NWMB at its March meeting. The NWMB’s Wildlife Section evaluation will be based on a set scoring system conducted by at least two staff, in which consensus must be reached on the score for all project proposal evaluations.

The NWRT evaluation process will use four main criteria when scoring proposals to determine a total score out of 100, which are:

1. Research Priority (25 points)
2. Quality of Research (35 points)
3. Funding and Training (25 points)
4. Consultation and Reporting (15 points)

The NWMB scoring systems places priority on projects that focus on addressing identified *NWMB and Regional Wildlife Management Priorities* by awarding points in proportion to the ranking of the priority that the project addresses. The *NWMB and Regional Wildlife Management and Research Priorities* will be reviewed and updated once every three years.

Notification of funding decisions

All individual applicants and departments will be advised through written notification of the NWMB’s funding decisions by **mid-April**. Projects that have been approved for funding will also be notified of the funding conditions that are required to be met.

Once the funding conditions have been met the NWMB will contact the representatives of the government departments and arrange for the contribution agreements to be signed and funding disbursed by **1 August**.

Once contribution agreements have been signed, NWMB staff will contact the relevant Regional Wildlife Organizations to notify them of the projects that have been funded in their respective regions.

Unused Funds

All unused funds will be returned to the Trust.