

## **Call for Applications:** Travel Support for Canadian UArctic Members

### **Introduction:**

The University of the Arctic (UArctic) is inviting submissions from faculty and graduate students at Canadian member institutions to request travel funding support, through the Global Arctic Leadership Initiative, supported through Global Affairs Canada. This fund is intended to promote engagement and collaboration of Northern Canadians, including Indigenous peoples, within the UArctic network, with a focus on supporting opportunities for participation and perspectives in UArctic activities and events. Priority for funding will be for Northern and Indigenous UArctic member faculty, students, community knowledge holders, Chairs, and Thematic Network leads.

This fund will provide up to \$5,000 CAD in travel support. Eligibility for the fund is open for the following:

- 1.) Students, faculty and staff of Canadian UArctic member Institutions to attend Arctic-related conferences, workshops, and meetings.
- 2.) Institutionally-sponsored travel support for community knowledge holders to attend Arctic-related conferences, workshops, and meetings.
- 3.) UArctic Chairs and Thematic Network Leads to represent UArctic at Arctic-related events (*please note applications from Chairs without alternative funding support will be given priority based on available funding*).

Supports will be awarded with priority given to Indigenous and Northern member institutions. Requests will be accepted and reviewed from any Canadian member institutions but awarded based on priority criteria as resources permit.

Individual applicants are eligible to receive only one travel award every 12 months, but applicants applying for community member travel support may submit multiple applications for different community members throughout the annual cycle. Applicants may apply for more than one individual per application, with a maximum request for 3 individuals/\$15,000 CAD.

### **Application Deadline:**

Submissions are accepted at any time and will be awarded according to the following schedule (while resources are available):

- April 30, 2024
- August 31, 2024
- December 31, 2024

**Application Process:** Completion of the application form, along with a detailed budget and any supporting documentation through Memorial University's [Public Engagement portal](#).

Applicants will be asked to provide information about themselves, the event, their objectives in participating in the event and how their participation pertains to their role/engagement with UArctic. This information will form the basis for how the review committee will adjudicate eligible applications in cases where the demand for support outweighs the resources available.

Community member support requests must be sponsored/applied for by faculty at a UArctic member institution. Requests for support for student travel must be supported by a supervising professor.

Requests for funding must be submitted prior to travel. It is recommended that applicants submit their request well in advance of travel dates.

Please note that the applicant is responsible for familiarizing themselves with the travel policies of their institutions and any approvals required for funding application submission and award distribution.

We understand there may be financial burden for students to and community guests to receive reimbursement for their travel through a claim process. If this is an issue, we ask that you please contact us in advance of travel and application submission to discuss what options exist.

This funding is intended for travel to Arctic-related events. Travel for research purposes is not the intent of this fund, however, if the opportunity can be availed upon to help advance a research program in addition to attending a scheduled event, it is the responsibility of the applicant to familiarize themselves and follow institutional research policies related to their work.

**Reporting:** Following the event, recipients are required to submit a 1–2 page report of the engagement in the event. Photos and testimonials are encouraged.

For student-supported travel, the final report will require a summary from the student highlighting their experience, any lessons learned from participation, how their studies/research were impacted, and how their experience can be applied to their community.

**Questions:**

Please contact Lisa Goulet, UArctic Membership Engagement Coordinator – [lisa.goulet@uarctic.org](mailto:lisa.goulet@uarctic.org)

