Office of the Vice Provost
(Indigenous Engagement)

2500 University Drive NW
Calgary, AB, T2N 1N4
CANADA
ucalgary.ca

ii' taa'poh'to'p

ii' taa'poh'to'p: Indigenous Strategy

Intercultural Capacity Building

Grant Application 2025

PROJECT TITLE: _____

PROJECT LEAD NAME: _____

PROJECT NAME EMAIL: _____

DATE SUBMITTED: _____

I - INDIGENOUS STRATEGY GRANTS: PROCESS

1. **Eligibility:** This competition is open to current University of Calgary students (registered in full-time undergraduate or graduate credit programs), post-doctoral scholars, academic staff, non-academic staff, business/service units, and faculties. Impact in intercultural capacity building of students, faculty, and staff. The ii' taa'poh'to'p Grant funds will be distributed to new projects/new ideas that elevate ii' taa'poh'to'p and inter-cultural capacity building on campus. It is an expectation of the Units/Faculties to provide a commitment to ii' taa'poh'to'p (Indigenous Strategy). This may be through continued funding of projects within their unit/faculty beyond this one-year grant.

2. **Proposal Submission:** Appropriate ATA citation (and active links) should be applied to data sources, supportive research discourse, and best practice programs. The Office of the Vice Provost (Indigenous Engagement) will acknowledge receipt of proposals via email by June 14, 2025.

Deadline for applications is 11:59pm on June 14, 2025

Note: Only completed applications, including supporting documentation and budgets, will be accepted. Both copies must be received prior to 11:59 pm on June 14, 2024.

3. **Oral Submission:** Encouraged as an option in alignment with the parallel process of a written application. Applicants may record (15 minutes max.) their responses to the questions stated in the application form and upload to YouTube and submit the link as your application by 11:59pm on June 14, 2025**.**

4. **Rights and Permissions:** Activity or annual reports may be shared for reporting purposes both internally and externally in relation to the Indigenous Strategy, *ii' taa'poh'to'p*.

5. **Copyright:** Any submitted material must comply with University of Calgary copyright regulations. This includes videos, images, music etc. Please visit http://library.ucalgary.ca/copyright for more information regarding compliance procedures.

6. **Adjudication:** A selection committee will be appointed by the Vice Provost (Indigenous Engagement) to review all project proposals and evaluate their alignment to the principles and recommendations of *ii' taa'poh'to'p* and potential impact on the campus community with respect to intercultural capacity building.

7. **Ethics:** If the project includes gathering information from people for research purposes, please note that your project may require research ethics review, and a copy of the application must be attached. Please refer to the Ethics and Compliance Website.

8. **Grants:** The successful applications will be announced on August 30, 2025. A maximum of up to **$10,000** will be awarded to any single project. The program year for implementation is September 1, 2025, to August 31, 2026. Paperwork for new projects must be completed by **December 31, 2025.** Successful applicants will receive grant funds on or before **September 1, 2025,** and will have until **August 31, 2026,**

year to expend funds and complete project activities as outlined in proposal submissions. Any unspent funding from the grant shall be returned to the Office of the Vice Provost, Indigenous Engagement so that it may be reallocated in the next grant cycle. A one-year extension may be requested with rationale.

9. **Pipe Ceremony:** Successful projects will be required to participate in an oral presentation and be present for a pipe ceremony (held in September) and a final oral summary and be present for a pipe ceremony (held in September the following year) in addition a written final report with budget details is required on or before August 31.

10. **Communications & Grant Recognition**: Projects funded in part or in full by *ii' taa'poh'to'p* grant should be acknowledged in communications and promotional materials, using approved University branding and *ii' taa'poh'to'p* imagery. For use of the symbols please consult University Relations at brand@ucalgary.ca.

II - INDIGENOUS STRATEGY GRANTS – APPLICATION FORM

APPLICATION CHECKLIST

Prior to submission, please ensure your application is complete:

- ☐ Have all written sections been completed?
- ☐ Has relevant background information (such as letters of support etc.) been attached?
- ☐ Is your detailed budget outline attached?
- ☐ Has the application been signed?
- ☐ Have you prepared one electronic copy (in MS Word) and one printed copy for submission?

BACKGROUND INFORMATION
If yes, please indicate the name of your project and the year you received funds:

Have you completed all of your reporting requirements for previous project(s)? Yes☐   No☐

Have you applied for or receive funding for SSHRC, NSERC, or CIHR grants? Projects securing Tri-Council funding are not eligible
       Yes☐   No☐
If yes, when do you expect to hear back? _____

Have you applied for Quality Money funding?   Yes☐   No☐
If yes, when do you expect to hear back?_____

Is this project currently being funded (cash or in-kind) by any other source? If yes, please identify source and the funding amount / scope. _____
_____

CONTACT INFORMATION: *please provide details for your main contact for this project.*

Full Name: _____

Phone Number: _____

Email: _____

Are you currently a UCalgary: Undergraduate Student ☐ Graduate Student ☐ Staff ☐
Academic Staff ☐ Post-doctoral Scholar ☐ Other ☐

CONTACT INFORMATION: *provide information for an alternative contact person that would be available to answer questions in your absence.*

Full Name: _____

Phone Number: _____

Email: _____

Title/Position: _____

OTHER TEAM MEMBER'S CONTACT INFORMATION (IF APPLICABLE):

Full Name: _____

Email: _____

PROJECT INFORMATION

Project Name: _____

Project Start Date: _____

Project End Date: _____

Total Funding Request (in CAD $), maximum of $10,000: _____

Based on the priorities outlined in *ii' taa'poh'to'p,* University of Calgary's Indigenous Strategy, please indicate one or more categories that best apply to your program proposal:

☐ Transforming Ways of Knowing
    ☐ Research and Scholarship
    ☐ Teaching & Learning

☐ Transforming Ways of Doing

☐ Transforming Ways of Connecting

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☐ Transforming Ways of Being

Note: Proposed projects must demonstrate high impact for the campus community and be clearly aligned with the principles and recommendations articulated in the Indigenous Strategy, with a particular focus on intercultural capacity building, reciprocity (benefit to community), and Indigenous inclusion/voices in the planning and implementation of the project.

PROJECT SUMMARY/ABSTRACT

(Maximum one page)

PROJECT OVERVIEW AND ALIGNMENT

Please use above selected categories as sub-title indicators to describe how your project aligns with intercultural capacity building (Maximum 500 words)

PROJECT OBJECTIVES

1. Identify the issue or challenge that your project is addressing. Why is there a need on campus for this project? (Maximum 150 words)

2. Clearly explain why you feel your project addresses the concept of transformation through intercultural capacity as outlined in the Indigenous strategy. (Maximum 150 words)

3. Summarize the major deliverables of your project. (Note the main goals and action items for this project). (Maximum 150 words)

TIMELINE

4. Specify the timeline for each of your deliverables, including details in any overlap. Also note if your project can be completed within a short time frame (i.e., less than 1 year) or if you will be splitting the project into phases (i.e., one portion of the work can't start without previous work being completed) (Maximum 150 words).

STAFF AND RESOURCES

5. Indicate what, if any, work on this project has already commenced. What other funding, resources, staff, or approvals will you require for this project to begin? (Maximum 150 words)

6. Who is responsible for the execution of your project? Indicate the staff, volunteers, student clubs, external groups, or organizations, etc. that will need to be involved for the success of this project. (Maximum 150 words)

COMMUNICATION

7. How will you promote this project to the campus community, and if applicable other stakeholders? Please outline your communication strategy. Please list and describe promotion, marketing, and communication activities? (Maximum 150 words)

8. How do you plan to acknowledge and promote the Indigenous strategy's *ii'taa'poh'to'p* Intercultural Capacity Building Projects and Programs in your communication and marketing plan? (Maximum 150 words)

OUTCOMES

8. How will the campus community see or feel the impact of your project? What plans do you have in place to measure this impact? How is this project of benefit to the Indigenous community, the campus community, and/or other project stakeholders? (Maximum 150 words)

9. If your proposal is for a long-term program or project, please indicate how you will ensure its continuation once this funding has been exhausted. (Maximum 150 words)

10. Please provide a brief outline for project evaluation and/or measuring success of your project or activity? (Maximum 150 words)

RECIPROCITY

11. Have you created space in this project for Indigenous voices in leadership, planning, and/or the implementation of this project? (Maximum 150 words)

12. How does this project either strengthen or build upon relationships with Indigenous peoples, communities, or students? (Maximum 150 words)

13. How does this project address reconciliation and ideally strengthen the relationship between Indigenous and non- Indigenous peoples? (Maximum 150 words)

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14. Do you have any plans to share what you have learned or experienced once the project year is completed? If yes, please explain. (Maximum 150 words)

BUDGET

Complete the following budget outline. Include all relevant details such as advertising costs, salary, honoraria, cost of supplies, etc. If you plan to use space, you must include the full cost of any room rentals in your budget. Do not forget to attach supporting details, including quotes and pricing from vendors.

Line	Item	Description/Justification	Qty.	Unit Cost/Rate	Total
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
Grand Total					

SUPPORTING DOCUMENTS

List any additional documents that you are attaching to your application to support your request.

SIGNATURES

By signing below, applicants indicate that they agree to the expectations of funding recipients and acknowledge that the information provided in this application is true and accurate.

Signature of Applicant	**Date**

If your project requires approval from a Faculty/Unit (Deans and/or Associate Deans), Senior leadership (appropriate VPs) and/or Senior Directors in affiliated unit. For student submissions, signatures from elected leadership of SU and/or GSA, Dean or Associate Dean, or Faculty member if the project is faculty-based. Obtain a letter of support and a signature below. Please also provide them with a copy of this completed application form for their reference.

Name	**Date**

Signature of Support