



Indigenous Case Study Information

Submission Materials:

1. **Submission Form** —Please select the area(s) of research to which your proposed case study is most connected: Clean Growth, Mitigation, Adaptation (integration across multiple areas will be considered a strength).
2. **Abstract**—Abstracts should be no longer than one page (Times New Roman, Font Size 11, Single spaced) and may include references (no longer than an additional page). Please detail which area you are applying for and provide an outline of your intended research.
3. **Letter of Introduction**—Please include a one page letter of introduction so that we know who you are. This is an opportunity for you to let us know where it is that you come from, and get to know you better through story.
4. **Budget Rational-Research Expenses**—Should a budget be necessary for this research please outline project costs (e.g. honoraria, gifts) using an Excel sheet, Word table or Google sheet. Given that we are in the context of a pandemic, we do not anticipate any travel or accommodation requests.
5. **Ethics Approval**—If the research involves human subjects and/or fieldwork, applicants should submit verification of ethics approval from the community/region (if applicable) and their institution's Research Ethics Board. Research must demonstrate that it follows [Tri-Council Policy Statement Chapter 9](#). If you are conducting scientific research that requires ethics approval, documentation must also be provided.
6. **CV/Resume**— Please include the most recent copy of your CV.

All submission materials should be compiled in a single pdf document in the format (Last NameFirst name_Area of Interest_Date.pdf). This ensures that no materials will be missing for the adjudication review committee.

Deadline for Abstract Applications: Wednesday November 25, 2020 @ 4 pm PST.

Case Study Deliverables:

Case studies should be 5-8 pages (Size 11 font, Times New Roman) of content plus references. These should include secondary sources. Case studies can be written in French or English. Should you wish to translate the case study into an Indigenous language, this is an option (to be discussed with the Institute research staff).

Regular check-ins will take place with the Institute staff liaison and on an as-needed basis to ensure mentorship throughout.

Application and Project Delivery Process:

Processing applications can take time. All abstracts will be adjudicated by **Friday December 4, 2020** and all selected candidates will receive a response by **Wednesday December 9, 2020**. At this time a primary meeting will be coordinated for the following week of **December 14-18, 2020**. Abstracts will be adjudicated by a Climate Choices committee.

Friday January 15, 2021: Secondary check-in with Institute staff liaison. Outline of case study to be submitted on Monday January 11, 2021.

Monday February 1, 2021: Draft of case study to Institute staff alongside a seminar of the findings to Climate Choices.

Monday February 15, 2021: Feedback to be provided to applicant.

Final Submission of Case Studies: Monday March 1, 2021.

Payment: Selected candidates will be required to provide their banking information with the Climate Choices operations team. Payment will be made in two installments: once the candidate is selected, and at completion of the case study.