



University College of the North

UCN Seed Grant Application Checklist

Before submitting your application, please review the following criteria to ensure:

- Research questions are clearly and succinctly stated.
- Explains how the proposal relates to the UCN Strategic Plan and/or UCN Academic and Research Plan 2021-2025. If your proposal also relates to the Truth and Reconciliation Commission (TRC) of Canada's Calls to Action (CTA), explain details.
- Project objectives are clearly stated.
- Anticipated outcomes of research are clearly stated.
- Research design and methodology are clear enough to permit adequate evaluation.
- Project timeline including key dates and associated project milestones is feasible/reasonable to complete the project fully and successfully.
- Clearly states anticipated impacts and contributions to Aboriginal and/or northern communities, and other research in one or more of the following:
 - Existing literature and advancing knowledge in the discipline
 - Industry/business practices and operations
 - Social change/quality of life
 - Benefits and usefulness to UCN students
- Clearly describes how research outcomes will be used in teaching/work at UCN.
- Indicates whether or not human participants will be recruited or animals will be used in the research. If proposed seed grant project involves human participants and/or animal use, whether applicant has submitted UCN's Research Ethics Application Form and/or UCN's Animal Use Protocol Application Form along with this Seed Grant Application Form and supporting documents?
- Includes plans/strategies for knowledge mobilization in Aboriginal and/or northern communities, and/or to other stakeholders or external partners.
- Clearly outlines how requested seed funding will help to leverage external research funding and resources to carry forward the research project in future.
- Project budget is realistic, well thought out and properly justified. It includes quotes from suppliers, estimated mileage and gas costs, letters of support or other quantitative information that would support the request.
- Has completed UCN Tutorial on Responsible Conduct of Research.
- If the research project involves an Aboriginal and/or northern community, the applicant has clearly stated that a relationship with this community has been already established to carry out the proposed project. The proposal explains how this Aboriginal and/or northern community will be involved in the proposed project. A letter of support from the Aboriginal and/or northern community for the proposed research project is included.
- If the proposed research project involves the participation of Aboriginal people, or Aboriginal and/or northern communities, the applicant has explained how he/she will apply the principles of OCAP in the project.
- The contingency plans and options to complete the proposed research project within the project timeline are well-explained if external factors (e.g. pandemic situation, harsh environmental conditions, etc.) prevent the visits to Aboriginal and/or northern communities and other project locations.