***Instructions:***

Thank you for providing a status update on your project. Please remember:

* Use a **minimum** of font size 11.
* Subject line for all materials sent to NWT CIMP:

2025-26 – REPORT – Recipient organization (Project lead last name) – CIMP project number – brief description

* Submit in PDF format to nwtcimp@gov.nt.ca by **February 2nd, 2026**.

Please answer **each** section below**.** Refer to Section 6.3 in either the [Traditional Knowledge Project Funding Guide](https://nwtdiscoveryportal.enr.gov.nt.ca/geoportaldocuments/2025-26%20Traditional%20Knowledge%20Project%20Funding%20Guide%20V2.0.pdf) or the [Science Project Funding Guide](https://nwtdiscoveryportal.enr.gov.nt.ca/geoportaldocuments/2025-26%20Science%20Funding%20Guide%20-%20V3.0.pdf) for more information.

1. **Project Information**
	1. Complete each section.
	2. Provide 2-3 high resolution photos (between 1-2MB in size) as separate JPG attachments, with captions, permissions and credits.
	3. Check the box as acknowledgement of consent to share reporting excluding the Financial Reporting document.
2. **Project Progress**
	1. Identify whether anything changed after the contribution agreement was signed. This includes key activities, timelines (completion dates), team members and funding arrangements.
	2. Explain any delays or challenges.
3. **Key Messages**
	1. List 3-5 key messages or preliminary results for this year in concise bullets.
4. **Community Engagement, Communication, and Capacity-building**
	1. Describe how you involved the community(ies) in the planning and implementation of the project.
	2. Describe how you communicated project results to the community(ies).
	3. Describe how the project contributed to long-term community capacity, training, or employment opportunities.
5. **Key Information Needed by NWT CIMP**
6. Identify and provide a brief explanation of how the project meets the listed Performance Measure.
7. List examples as appropriate.
8. **Deliverables**
	1. Report the status of each deliverable outlined in the contribution agreement along with any new deliverables produced. Insert additional lines as needed.

e.g. non-peer-reviewed reports, peer-reviewed journal publications, community presentations, scientific presentations, meeting reports, websites, models, posters, videos and/or data

* 1. Attach any deliverables mentioned including the Data Management Plan, Project Metadata and Dataset Metadata or revisions if necessary.
	2. Attach updated Traditional Knowledge Sharing Agreement for next fiscal year, if applicable.
1. **Budget**
	1. Follow the instructions included in the attached Financial Reporting document.
2. **Last Thoughts *(optional)***
	1. Anything else you’d like to share with us?

***Contact Us!***

(867) 767-9233 ext. 53084

nwtcimp@gov.nt.ca

|  |
| --- |
| **1. Project Information** |
| **NWT CIMP #** |  | **Date Submitted YYY-MM-DD** |  |
| **Project Title** |  |
| **Project Lead and Organization** |  |
| **Report prepared by** *(if not Project Lead)* |  |
| **Project Length:** *years of NWT CIMP funding* |  | **Type of Research**  | [ ]  Science [ ]  Traditional Knowledge |
| **Valued Component** *Check all that apply. If ‘other’ please specify.* | [ ]  Caribou [ ]  Fish [ ]  Water [ ]  Other:  |
| **Project Location** *(Provide specific coordinates; or if regional, provide 4 coordinates for the bounding box.)*  | North: DD.MMMMM South: DD.MMMMM East: DD.MMMMM West: DD.MMMMM Please use DD.MMMMM format |
| Project Keywords *(at least four)* |  |
| Two high resolution photos have been provided to NWT CIMP with this report, along with associated captions, and credit name. I have the photographer’s consent to use the photo, as well as the permission of any people in the photo. | [ ]  I confirm |
| I acknowledge and permit the completed report and photos to be posted for public access. | [ ]  I agree |
| **2. Project Progress** |
|  |
| **3. Key Messages** |
|  |
| **4. Community Engagement, Communication, and Capacity-building** |
|  |
| **5. Key Information Needed by NWT CIMP** |
| *Include quantity of each that apply* ***for 2025-26 only*** *and provide a brief explanation of how the Performance Measure was met.* |
| **This year, the project …** | **Qty** | **Briefly explain with specific examples.** |
| Directly impacted a current decision-making process |  | *What decision and how did the project contribute to the decision* |
| Could contribute to a future decision-making process  |  | *What decision and how may the project contribute to the decision* |
| Responded to resource management &/or a community concern |  |  |
| Led to new or enhanced knowledge of cumulative impacts |  |  |
| Developed or used a standardized monitoring protocol(s) |  |  |
| Created new or enhanced community capacity (e.g. trainings) |  |  |
| Paid local monitors/residents for work specific to this project  |  | *Include in your details the average # of days for each position* |
| Created new or enhanced analytical tools, modeling capacity, or other |  |  |
| Presentations to a community audience |  |  |
| Presentations to an academic audience |  |  |
| Reports &/or plain-language summaries |  |  |
| Peer-reviewed academic publications |  |  |
| Videos, social media posts &/or web maps  |  |  |
| **6. Deliverables** |
| **Deliverables completed in 2025-26**  | **Who was it provided to?** | **Sent to NWT CIMP?** Yes/No*(if no, state reason)* | **I acknowledge and permit posting for public access on the NWT Discovery Portal** |
|  |  |  | [ ]  I agree |
|  |  |  | [ ]  I agree |
|  |  |  | [ ]  I agree |
|  |  |  | [ ]  I agree |
|  |  |  | [ ]  I agree |
| **7. Budget**  |
| *Explain any proposed revisions to the approved 2025-26 budget and 2026-27 forecast in the Financial Reporting template.* |
| **8. Last Thoughts *(optional)*** |
|  |

**Thank you for your submission!**