



Government of Northwest Territories
Gouvernement des Territoires du Nord-Ouest

Traditional Knowledge Project Funding Guide for 2027-28

Northwest Territories Cumulative
Impact Monitoring Program

Updated: July 2026

Guide de financement des projets fondés sur les connaissances autochtones pour 2027-28

Programme de surveillance des effets cumulatifs
des Territoires du Nord-Ouest

Mis à jour en juillet 2026



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Summary

The Northwest Territories Cumulative Impact Monitoring Program (NWT CIMP) is a source of cumulative impact monitoring and research in the Northwest Territories. Cumulative impacts are the combined effects that human activities and natural processes have on our environment. One important way that NWT CIMP generates cumulative impact monitoring and research information is by providing funding through an annual funding process for both science and traditional knowledge projects to:

- Indigenous, federal, territorial and municipal governments
- academic institutions
- non-governmental organizations

This guide:

- introduces NWT CIMP and the type of projects we fund
- explains how to apply for funding and how applications are assessed
- outlines the next steps and requirements if the project is approved

Key dates for 2027-28 funding:

Call for Letters of Intent Opens: July 28, 2026

Letter of Intent Deadline: October 6, 2026

Proposals Invited: mid-November 2026 (successful LOI recipients only)

Proposal Deadline: January 5, 2027

Announcement of Project Funding: late April 2027

For more information, please visit [our website](#) or contact nwtcimp@gov.nt.ca.

Sommaire

Le Programme de surveillance des effets cumulatifs des Territoires du Nord-Ouest (PSECTNO) contribue aux activités de surveillance et de recherche et de surveillance des effets cumulatifs aux TNO. Le PSECTNO définit les effets cumulatifs comme des changements environnementaux causés par une combinaison d'activités humaines et de phénomènes naturels qui s'accumulent au fil du temps et sur l'ensemble du territoire.

L'équipe du Programme de surveillance des effets cumulatifs des Territoires du Nord-Ouest (PSECTNO) produit des données de recherche et de surveillance des effets cumulatifs en grande partie grâce au financement octroyé chaque année pour des projets scientifiques et des projets fondés sur les connaissances traditionnelles qui visent :

- les gouvernements autochtones, fédéral et territoriaux, et les administrations municipales;
- les établissements d'enseignement;
- les organisations non gouvernementales

Ce guide :

- présente le Programme de financement des infrastructures essentielles des Territoires du Nord-Ouest (PGICT) et les types de projets que nous finançons ;
- explique comment présenter une demande de financement et comment les demandes sont évaluées ;
- décrit les prochaines étapes et les exigences en cas d'approbation du projet.

Dates importantes pour les demandes de financement pour l'exercice 2027-28:

- Appel de lettres d'intention : 28 juillet 2026
- Date limite de soumission des lettres d'intention : 6 octobre 2026
- Appel de propositions : mi-novembre 2026 (lettres d'intention retenues seulement)
- Date limite de dépôt des propositions : 5 janvier 2027
- Annonce des projets retenus : fin avril 2027

Pour en savoir plus, consultez [notre site internet](#). Vous pouvez également écrire à nwtcimp@gov.nt.ca.

1. What is the Traditional Knowledge Project Funding Guide?

This Guide explains the funding process for Traditional Knowledge projects under the Northwest Territories Cumulative Impact Monitoring Program (we use NWT CIMP or ‘we’ in the rest of this Guide).

In this Guide, we:

- introduce you to NWT CIMP, the projects we fund, and details you need to know before you apply
- explain how to apply for funding and how we assess applications
- outline your next steps and requirements if we approve your project.

But first, let’s learn about NWT CIMP and cumulative impacts!

2. What is NWT CIMP?

We are the Northwest Territories Cumulative Impact Monitoring Program (NWT CIMP). We are a source of environmental monitoring and research in the NWT.

NWT CIMP Vision	To watch and understand the land so that it can be used respectfully forever.
What our vision means	When we say <i>watch</i> the land, we mean using Traditional Knowledge and science to monitor and research our environment. <i>Understanding</i> what we see means analyzing what we learned. We then take that information and share it, so it can shape policy and decisions that protect the land <i>respectfully forever</i> .

We support projects that monitor and measure **cumulative impacts**. We gather information on cumulative impacts, and we communicate what we learn to key northern decision-makers and the public. Our goal is to contribute to strong decisions on natural resources and sustainable development.

Cumulative impacts are the combined effects that human activities and natural processes have on our environment.

Adapted from Canadian Council of Ministers of the Environment, 2014

How we put our vision into practice

NWT CIMP carries out four main activities.

1. We work with our partners to consider what issues, monitoring, research, and approaches are the highest priority.
2. We coordinate, conduct, and fund projects to collect and analyze data, and report on environmental conditions.
3. We communicate what we learn to northern decision-makers and the public.
4. We facilitate environmental audits to assess how the program and regulatory regime are doing.

We have a responsibility to do this work

Understanding cumulative impacts is:

- essential to sustainable development (see NWT CIMP’s vision above).
- our legal responsibility. NWT settled land claim agreements and the *Mackenzie Valley Resource Management Act* (MVRMA) all require cumulative impact monitoring.

Who we are

NWT CIMP is set up and managed by the GNWT, Department of Environment and Climate Change (ECC). We partner with the following groups to set priorities and conduct monitoring and research:

- Indigenous Governments and Indigenous Organizations
- co-management boards
- universities
- federal and territorial governments

NWT CIMP is advised by a Steering Committee made up of representatives from Indigenous, federal, and territorial governments and co-management boards. The Steering Committee provides guidance and makes recommendations to our staff, who administer the program.

3. What projects do we fund and who can apply?

3.1 WHAT INFORMATION DOES NWT CIMP GATHER?

We consider Traditional Knowledge and scientific data equally valuable.

Traditional Knowledge monitoring and research

We place a high priority on environmental monitoring and research that uses Traditional Knowledge. The goal is to apply what we learn from Traditional Knowledge to inform northern decision-making. Monitoring ideas for Traditional Knowledge projects are found in [Appendix A](#). Communities choose the focus of Traditional Knowledge projects they propose.

Scientific monitoring and research

Science projects must respond to the monitoring and research priorities listed in the monitoring and research Blueprints for caribou, water and fish. See the [Science Project Funding Guide](#).

If your project collects both Traditional Knowledge and scientific data

Only the Science Project Letter of Intent needs to be submitted. However, the application must follow both the Traditional Knowledge Project Funding Guide and the Science Project Funding Guide to be complete. This requires:

1. ensuring a Traditional Knowledge Data-Sharing Agreement is completed prior to receiving funds, unless the community organization is the funding recipient.
2. addressing the specific monitoring and research priorities for caribou, water and fish outlined in the Blueprints.

3.2 WHAT PROJECTS DOES NWT CIMP PRIORITIZE?

We are most likely to fund projects with the characteristics below. When you apply, we may suggest ways to make your project more relevant to our program to help you get funding.

We encourage projects that:

✓ Work with communities, Indigenous Organizations, Elders, and youth

We support projects that include community members, local decision-makers, Indigenous Organizations, Elders, and youth in all stages. This:

- engages and builds capacity in the community.
- promotes strong and self-sustaining communities.
- involves Elders and Traditional Knowledge holders in decision-making.
- helps preserve and pass down Traditional Knowledge to future generations.

- encourages young people to build careers related to the environment where their work will contribute to long-term monitoring. We give preference to formal, short-term training that is more likely to help youth get jobs in the future.

✓ **Benefit our partners**

We share what we learn with the organizations and communities we partner with. We fund projects that gather information these partners can use to make decisions and to support new monitoring and research. See [Appendix B](#) for a list of these influential decision-makers.

✓ **Support or build on current research and collaborate with others**

We encourage multidisciplinary and collaborative studies. Our funding process connects and encourages collaboration among researchers working in similar locations or addressing similar questions.

✓ **Meet our criteria and are well designed**

A well-designed project is key! You must meet our criteria and deadlines to receive funding. Please:

- contact communities and potential partners early to share your project idea and build support
- follow the instructions in the forms carefully, including page limits, font sizes, and word counts
- use the step-by-step “Guide to Designing Your Project” in [Appendix C](#). It will help you design a project that is more likely to receive NWT CIMP support.

3.3 WHAT PROJECTS DOES NWT CIMP NOT CONSIDER?

We do not fund projects that:

- are clearly another organization’s responsibility.
- collect baseline data for a specific development, for example a proposed or operating mine. We may consider a project that includes development like a mine, if the project goes **beyond** the physical area or scope of environmental study for that mine or development.
- focus **only** on community capacity-building or training.

3.4 WHAT FUNDING IS AVAILABLE?

The maximum amount of funding per project is up to **\$70,000** per year for NWT CIMP funding for up to three years. Funding is reviewed annually to ensure continued eligibility. Reference the *What do I include in my budget?* table in [Appendix D](#) for a list of eligible costs.

3.5 WHO CAN APPLY?

The following groups are eligible to apply:

- Indigenous, federal, territorial and municipal governments
- academic institutions with preference given to Canadian institutions
- non-government organizations

The designated project lead must be an Indigenous or community organization or be associated with one. The project team must include members of the community who have an active role in the project.

Industry is **not** eligible for funding. If you represent an industry, you can partner with an Indigenous organization or community.

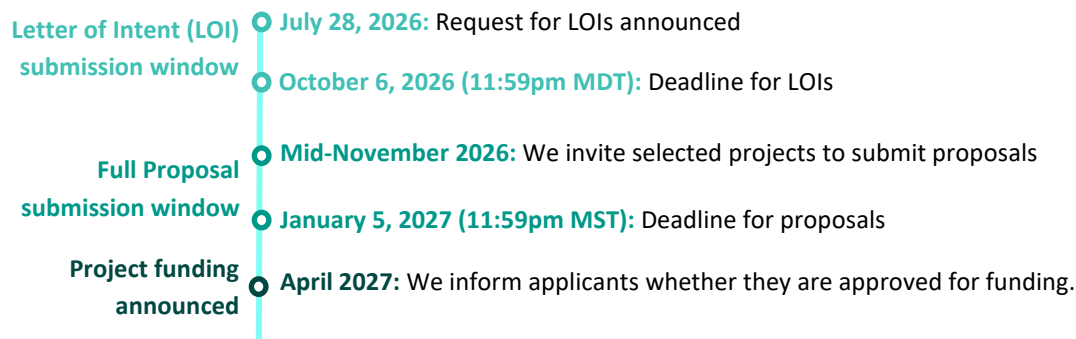
4. How do I apply for funding?

To apply, you must:

1. submit a Letter of Intent (LOI) using the provided form in [Appendix E](#)
2. receive an invitation from us to submit a full proposal
3. submit a proposal

4.1 WHEN DO I NEED TO APPLY? (KEY DATES)

For 2027-28 funding



4.2 SUBMITTING A LETTER OF INTENT

Your Letter of Intent (LOI) is a short description of your project so we can understand your idea and assess if it meets our criteria.

How do I submit my LOI?

1. Fill out the Letter of Intent form in [Appendix E](#)
2. E-mail the form (in PDF format) to nwtcimp@gov.nt.ca by **October 6th, 2026, 11:59pm MDT**.

We will send you an email confirming we have received your Letter of Intent. If you do not receive this email within 24 hours, please call (867) 767-9233 ext. 53084.

What information do I need to include in my LOI?

There are detailed instructions in the LOI form - be sure to follow them! Note the page limits and font sizes. We will evaluate your LOI using the criteria in Table 1. LOIs that clearly address all evaluation criteria will be more successful in receiving an invitation to submit a proposal in this competitive process.

If you have any questions about the completion of the form, please do not hesitate to contact us for guidance.

For projects that involve environmental contaminants or other human health risk factors, you should be prepared to share your information and work collaboratively with an Environmental Health Officer from the GNWT's Department of Health and Social Services before sharing results with the public.

Please note: You only need to submit one LOI if your project collects both Traditional Knowledge and science information, but you must address the evaluation criteria in both this guide and the [Science Project Funding Guide](#).

Table 1—Letter of Intent Evaluation Criteria

What do you want to do?	
	• Your research question(s). • What your project will be investigating and how it will increase understanding of cumulative impacts in the NWT.
Why is this project needed?	
	• How your project will contribute to northern resource management decisions with specific examples. • Expected outcomes of your project.
How will you address your research question and share your results?	
	• A brief overview of the steps and general timelines of your project. • The expected deliverables. • Highlight which deliverables could be useful, accessible and impactful to partners or decision-makers. • Projects that include communities and decision-makers are preferred. • Use the “Guide to Designing Your Project” in Appendix C to help you plan a better study. • Depending on your research focus, we may have standardized methods and protocols you should follow. Please see NWT CIMP Data Collection Protocols and Guidance.
Who will you work with?	
	• A list of partners that have agreed to be part of the project. This should include co-management partners, Indigenous Governments and Indigenous Organizations, or communities. • A list of partners you plan to approach. • A brief description of how each partner will participate in the project. • A brief description of how your project will help build local capacity (strongly encouraged).
Last thoughts?	
	• A list of anything else about your projects that you would like us to know.

What happens after I submit my LOI?

NWT CIMP staff will review each LOI. Selected projects will be invited to submit a full proposal. Feedback will be provided with the invitation to strengthen the proposal.

4.3 SUBMITTING A PROPOSAL

Proposals are more in-depth than LOIs and provide an opportunity to give the full picture of your project idea.

How do I submit my proposal?

E-mail the below documents (in PDF format) to nwtcimp@gov.nt.ca by **January 5th, 2027, 11:59pm MST**.

1. Completed proposal form & budget forecast of project expenses. Templates will be provided with the invitation to submit a full proposal.
2. Letters of Support – Requirements will be sent with the invitation to submit a full proposal.

We will send you an email confirming we have received your proposal package. If you do not receive this email within 24 hours, please call (867) 767- 9233 ext. 53084.

What information do I need to include in my proposal?

There are detailed instructions in the proposal form—be sure to follow them! Note the page limits and font sizes. All sections and questions are mandatory. We will evaluate your proposal using the criteria in Table 2.

Please note: You only need to submit a Science Project Full Proposal form if your project collects both Traditional Knowledge and science data, but you must answer the questions in both this guide and the [Science Project Funding Guide](#).

Table 2—Proposal Evaluation Criteria

Form Section and Rating	Criteria
2 – Project Basics	Complete each section.
Required letter(s) of support: All applicants <u>must</u> include at least one letter from an Indigenous Government, Indigenous Organization or community that clearly states the reasons for the support and how it will be provided. If the project spans multiple regions of the NWT, a letter of support should be provided for each region. Project team members should <u>not</u> submit letters of support on behalf of their organizations. If you do not include a valid letter of support, your proposal will NOT be further evaluated and considered for funding.	
4 – Project Objectives and Outcomes 5 – Relevance to Cumulative Impact Monitoring	What is the project going to do? - The project objectives and questions are clearly provided. - How the project will improve our understanding of cumulative impacts is described. - How the project will increase our understanding of baseline conditions and/or environmental trends, if applicable, is described.
6 – Study Design	How will the project be done? - The project study design is described including the steps or processes, methods, protocols and approaches. Please see NWT CIMP Data Collection Protocols and Guidance - Study area and sample sites are well described and a map is included. - Detail is sufficient to show how the project objectives will be met. - Expected timeline for the project steps is included and reasonable.
7 – Deliverables	What results will be produced and shared? The expected deliverables are reasonable, timeline and target audience are clear and public availability is indicated.
8 – Community Engagement, Communication and Capacity-Building	How are community members involved? - How community(ies) are involved in project planning, implementation, and sharing results is provided. - How the project results will be shared with the community before sharing elsewhere is described. - How the project will build local capacity, training, and employment is reasonable.
9 – Decision-Maker Engagement	How are northern decision-makers engaged with the project? How will the project influence northern decision-making? - How the project will contribute to and influence specific northern resource management decision(s) is described. - Form, timeline, target audience and key organizations engaged are included.
10 – Project Team	Who is doing the work?

	• Roles, responsibilities and length of time working on the project for each active team member is described. • Experience or expertise for each active team member is provided.
11 – Supporting Organizations	Who is supporting the work? • Supporting people and organizations are listed along with how they support the project.
12 – References	• References included in the application may be noted here.
13 – Budget	• The budget is reasonable and appropriate based on the size and complexity of the project. • Budget identifies other funding sources showing support for the project. • Travel costs to present at a northern meeting(s) are included. • Dollars are benefitting the North.

What happens after I submit my proposal?

NWT CIMP staff, our Steering Committee, and subject matter experts will review your proposal. We will contact you in April of the following year to tell you whether we will fund your project.

4.4 PROJECT FUNDING REMINDERS

- ☐ Plan and contact the communities and potential partners early to kickstart your project idea together.
- ☐ Eligible projects are multi stressor based and connect project objectives and outcomes to **cumulative impact** monitoring.
- ☐ Clearly connect project results to northern resource management decision-making.
- ☐ Deliverables provided help us understand **cumulative impacts** better.
- ☐ Mark all important deadlines in your calendar.
- ☐ Each form and template (e.g., LOI, proposal, reporting) has instructions - be sure to follow them! Note the page limits and font sizes.

5. I am approved—what happens next?

Congratulations! We will assign a staff member to you as a project liaison. This person is your direct contact to NWT CIMP. They will answer your questions and review your reports. They will also set up an informal kick-off meeting and mid-year check-in.

5.1 WHAT STEPS DO I NEED TO TAKE?

Apply for licensing

All research in the NWT must be licensed through the GNWT Department of Education, Culture and Employment (ECE) by visiting www.ece.gov.nt.ca/en/research-licensing. This includes work in the physical, social, health and biological sciences, as well as in Traditional Knowledge, and applies for all researchers, including government agencies and NWT organizations. It is your responsibility to receive the necessary permits, licenses and permissions before your project begins or continues.

Research licensing in the NWT involves authorities at local, territorial and federal levels. The number and types of permits that you must apply for vary depending on the scope, methods, and location of your research. Review [Doing Research in the Northwest Territories Guide](#) to determine what the licensing requirements will be for your project.

The Scientific Services Office advises that you submit your licensing application and documents at least **three months before** your fieldwork starts. This gives NWT community organizations time to review and provide feedback and gives you time to respond to any questions or concerns.

Submit a Traditional Knowledge Data-Sharing Agreement (if applicable)

If your project also collects Traditional Knowledge, you **must** submit a Traditional Knowledge Data-Sharing Agreement to show everyone involved in the project has agreed on how you will use, store, and share the Traditional Knowledge you collect. See [Appendix F](#) for more information.

5.2 HOW ARE FUNDS PROVIDED?

We will send you a Contribution Agreement from ECC for you to sign. The program will release an Advance on the approved funding amount upon signing of the agreement. The remaining funding will be released after receiving and approving your annual financial report and project deliverables. The deadline to submit your financial report is **May 30, 2028**.

Upon request, we can distribute a minimum of \$10,000 directly to partnering organizations through contribution agreements. Funds under \$10,000 can only be distributed to Indigenous Governments and Indigenous Organizations. We do not send funds directly to private businesses.

5.3 HOW DOES NWT CIMP SHARE MY PROJECT RESULTS?

We make information public on the [NWT Discovery Portal](#), which we administer. This online Portal includes a wide range of NWT environmental monitoring information, including NWT CIMP-funded project results. We post scientific journal articles, community presentations, reports, data, and maps. Please continue to send us your publications and products as you release them!

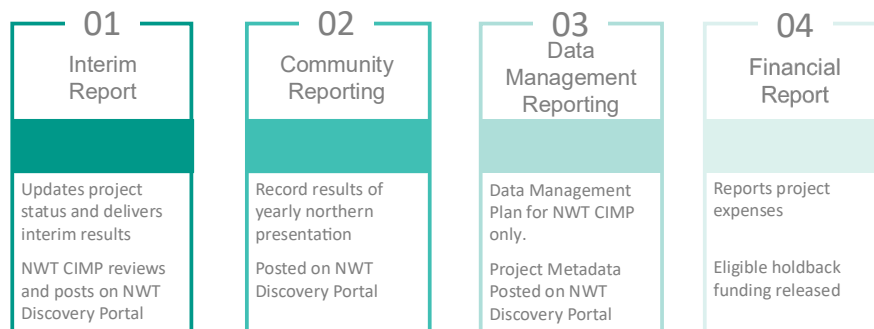
6. What reports do I need to submit?

We ask you to report on your project progress and results as the project unfolds. As part of your project, you must:

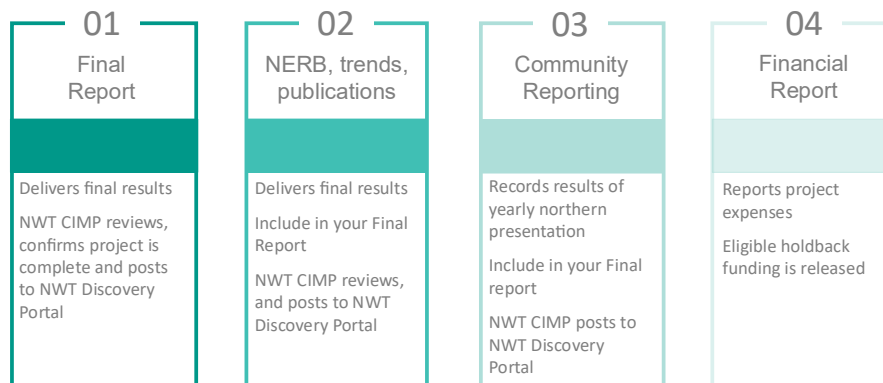
- **Send reports to NWT CIMP**—We use these reports to communicate regularly with communities, northern decision-makers, our Steering Committee and the public about key results.
- **Report your results to communities**—You must send your results to the communities you are working with and keep them up to date.

6.1 PROJECT REPORTING AT A GLANCE

First and middle-year projects



Final year of funding



Your project is complete!

Continue to send us your publications and products as you release them.

6.2 WHEN DO I SUBMIT MY PROJECT REPORTS? (KEY DATES)

For 2027-28 funding



6.3 REPORTING DESCRIPTIONS

The list below describes the mandatory and optional reporting requirements. All reports are public, unless state otherwise.

1. **Interim Report**—In years 1 and 2, this report summarizes the year’s activities and provides a status update including financial forecast (we will give you templates).

How we use it—The Interim Report helps us assess if a project is on track. NWT CIMP staff review the report, identify any issues and make recommendations on whether to continue funding the project. The financial forecast verifies whether spending is on track and is used to set up the next year’s contribution agreement. Projects that can document progress usually continue to receive funding for the full term.

How we share it—Our Steering Committee is updated on project progress. The report is shared publicly (except for the financial forecast) on the NWT Discovery Portal.

Reporting requirements—The Interim Report must show how you are addressing each of the criteria in Table 3. You only need to address the current reporting year in your report.

Performance measures - A summary of the project’s results and key achievements during the fiscal year

of current decision-making processes directly impacted (What decision and how did the project contribute to the decision)
of future decision-making process that could be contributed to (What decision and how did the project contribute to the decision)
of resource management &/or community concerns responded to
of examples where the project led to new or enhanced knowledge of cumulative impacts
of standardized monitoring protocol(s) developed or used
of new or enhanced community capacity created
of paid local monitors/residents for work specific to this project including average # of days for each position.
of new or enhanced analytical tools, modeling capacity, or other developed tools
of presentations to a community audience
of presentations to an academic audience
of reports &/or plain-language summaries developed
of papers published in peer-reviewed academic publications
of videos, social media posts &/or web maps

Table 3—Interim Report Criteria

Template Section and Criteria	Description
1 – Project Information	• Project title, lead, organization, location coordinates and status. • Attach two high resolution photos with captions, credits and consents.
2 – Project Progress	• Provide a status update on project objectives and outcomes. • Identify whether anything changed after the contribution agreement was signed. This includes key activities, timelines (completion dates), team members and funding arrangements. • Explain any delays in the timelines.
3 – Key Messages	• List 3-5 key messages or preliminary results for the year in concise bullets.

4 – Community Engagement, Communication and Capacity-Building	- Describe how you involved the community(ies) in the planning and implementation of the project. - Describe how you communicated project results to the community(ies). - Describe how the project contributed to long-term community capacity, training or employment opportunities.
5 – Performance Measures	Identify and provide a brief explanation of how the project meets the listed performance measures for the reporting year.
6 – Deliverables	- Report on the status of each deliverable you outlined in the contribution agreement. - Add any additional deliverables you produced. - In Year 1, attach your Data Management Plan, Project Metadata and Dataset Metadata (if applicable). Provide annual updates if needed.
7 – Research License Numbers	List all current research licenses associated with this project.
8 – Financial Forecast (<i>template</i>)	- Complete the forecast spreadsheet showing how the 2027-28 funding will be spent and explain any proposed revisions. - Complete the forecast spreadsheet for 2028-29 and 2029-30 (if applicable) and explain any proposed changes from your proposal.

2. **Community reporting**— This is an ongoing requirement throughout your project. You must present key results at least once per year at a relevant northern meeting and provide NWT CIMP with the associated deliverables. Community reporting deliverables may include presentations, summary reports, maps or handouts shared at the meeting.

Here are some options for community reporting:

- Present at NWT CIMP’s regional results workshop (by invite only).** Researchers, community members and decision-makers are invited to discuss results and collaborate on projects. It is a good opportunity to present results, get feedback on the project and form connections. NWT CIMP typically invites projects in their final year to present their findings.
- Arrange your own northern meeting.** This is a good opportunity to communicate results, collaborate, and attract a wider audience. Some tips:
 - meetings should not charge a registration fee.
 - use plain-language presentations, handouts, and posters to communicate your deliverables.
 - consider using translation when you report your results back to communities.
 - decide what format works best for communicating report results to northern partners (e.g., video conference, pre-recorded video, conference call, and/or poster).
 - may include northern community members and/or representatives of Indigenous Governments, Indigenous Organizations and decision-makers.

3. **Data Management Plan (DMP)**—This plan is required with your first Interim Report and updated annually. This document outlines how you will store, manage, access and share the information you collect. Here is a sample [template](#) to use in creating your plan. See [Appendix G](#) for more information on our Data Management Policy.

4. **Project Metadata**—This document is required with your first Interim Report and updated annually. This document includes the information that enables data/information to be discovered, evaluated and reused for other purposes. Here is a sample [template](#) to use. See [Appendix G](#) for more information on our Data Management Policy.

5. **Financial report**—This yearly report summarizes how you spent your funding. Your organization’s financial division usually writes this report. Upon request, a template can be provided. We do not share financial reports publicly.
6. **Final Report**—The Final Report summarizes the findings of the entire project and is submitted in the final project year.

How we use it—The Final Report helps us provide a summary of your project to decision-makers and the public.

How we share it—It is shared publicly on the NWT Discovery Portal.

Reporting requirements—The Final Reports must describe how you addressed each of the criteria in Table 4.

Performance measures - A summary of the project’s results and key achievements during the fiscal year

of current decision-making processes directly impacted (What decision and how did the project contribute to the decision)
of future decision-making process that could be contributed to (What decision and how did the project contribute to the decision)
of resource management &/or community concerns responded to
of examples where the project led to new or enhanced knowledge of cumulative impacts
of standardized monitoring protocol(s) developed or used
of new or enhanced community capacity created
of paid local monitors/residents for work specific to this project including average # of days for each position.
of new or enhanced analytical tools, modeling capacity, or other developed tools
of presentations to a community audience
of presentations to an academic audience
of reports &/or plain-language summaries developed
of papers published in peer-reviewed academic publications
of videos, social media posts &/or web maps

Table 4—Final Report Criteria

Template Section and Criteria	Description
1 – Project Information	- Project title, lead, organization, type of research, valued component and location details. - Project keywords. - Contact information. - Attach 2-3 high-resolution photos with captions, credits and consents.
2 – Key Messages	List 3-5 key messages or results in concise bullets.
3 – Abstract	Briefly summarize the project’s purpose, final results and how the project results contribute to a better understanding of cumulative impacts in the NWT.
4 – Introduction	- Summarize the project objectives and the project’s relevance to cumulative impact monitoring. - Include the monitoring and research questions investigated and why.

	• Include any relevant background information.
5 – Methods	• Identify and describe the study area and methods used to collect and analyze the information/data. • Provide a map of sample sites.
6 – Results	• Identify the project results. • Include figures, tables, maps and photos, where appropriate.
7 – Discussion	• Interpret the results and put them into context to address the project objectives and questions investigated. • Identify how project results contribute to a better understanding of cumulative impacts in the NWT. • If applicable, identify how the project has contributed to a better understanding of environmental trends by completing an Environmental Trend Report (ETR).
8 – Community Engagement, Communication and Capacity-Building	• Describe how you involved the community(ies) in the planning and implementation of the project. • Describe how you communicated project results to the community(ies). • Describe how the project contributed to long-term community capacity, training or employment opportunities.
9 – Performance Measures	• Identify, explain and provide examples for all the listed performance measures that applied to the project.
10 – Deliverables	• Report on the status of each deliverable included in the contribution agreement. • Explain any changes or delays. • Attach or provide links to updated Project Metadata, Dataset Metadata and open data repositories as applicable. • Note that we require copies of all reports and publications resulting from NWT CIMP-funded research, even after funding is complete.
11 – References	• List all references cited.
12 – Research License Numbers	• List all current research licenses associated with this project.

- 7. NWT Environmental Research Bulletin (NERB)**—This brief project summary follows NERB submission [guidelines](#) and is required in the final project year. We publish these to communicate with communities and decision-makers.
- 8. Environmental Trend Report (ETR)(optional)**— If the project involves tracking an environmental trend, we encourage you to complete this [template](#) in the final project year. This is a useful way of communicating environmental trends to communities and regulators. We may publish these in the [NWT State of the Environment Report](#).
- 9. Additional publications (optional)**— All project results are useful, even after the project is complete! This includes peer-reviewed reports, non-peer reviewed reports, posters, maps and data. Please share these results with us to make them public on the [NWT Discovery Portal](#).

E-mail all your reporting to nwtcimp@gov.nt.ca .

Thank you for your interest!

Appendix A: Traditional Knowledge Monitoring Ideas

NWT CIMP collects cumulative impact monitoring and research information to inform northern resource management decision-making. The program focuses on three valued components: caribou, water and fish. Please see the monitoring and research Blueprints for each valued component's priorities. Many of NWT CIMP's funded projects are successful because they value both scientific data and Traditional Knowledge. For all program information, visit our [website](#).

NWT CIMP places a high priority on the use of Traditional Knowledge in cumulative impact monitoring and research. The goal is to apply what we learn from Traditional Knowledge to inform northern resource management decision-making. For Traditional Knowledge funded projects, communities choose the focus of projects they propose.

Who informs the Traditional Knowledge Monitoring Ideas document?

This document was developed based on input provided by our Indigenous NWT CIMP Steering Committee partners and supported by the full Steering Committee.

NWT CIMP's Definition

Traditional Knowledge - Facts, information, skills, values, and beliefs which have been acquired through experience, observations or by oral means from the land or from spiritual teachings and handed down through generations. Where possible, knowledge will be referred to using the preferred terminology of the knowledge holder or community.

NWT CIMP's Key Principles

NWT CIMP's principles guide us in meeting our mandate and to inform project funding allocation. Important principles for applicants to consider are:

- Traditional Knowledge and scientific knowledge are equally important sources of monitoring information and data.
- Community-based monitoring and capacity-building are supported in monitoring cumulative impacts.
- Monitoring cumulative impacts that are **relevant to resource management decisions** is a key focus.

We encourage projects to work with communities, Indigenous organizations, Elders, and youth to:

- engage and build community-capacity
- promote strong and self-sustaining communities
- involve Elders and Traditional Knowledge holders in decision-making
- help preserve and pass down Traditional Knowledge to future generations
- encourage young people to build careers related to the environment where their work will contribute to long-term monitoring.

How: Approach(es)

NWT CIMP supports several monitoring and research approaches including:

- Gathering and reviewing *existing* information;
- Collecting and analyzing *new* information and data, especially where a knowledge gap relevant to a resource management decision has been identified; and,
- Community-led collection, review and documentation of Traditional Knowledge, including people-environment relationships.

Traditional Knowledge Monitoring Ideas may include:

- Relationships between caribou, water and fish and other parts of the environment.
- How human activities such as mining, affect caribou, water and fish and peoples' connections to the land.

- Providing Traditional Knowledge to specific resource management decision-making.
- **Caribou**
 - Caribou-people relationships and how they are changing.
 - Health, range, habitat, vegetation, predation, behaviours, how climate change is impacting these, and how they interact.
 - Traditional Knowledge on harvest, camp, trail and other important habitat locations.
- **Water**
 - Water-people relationships and how they are changing.
 - Cultural indicators of water, identification of important water bodies, how climate change is impacting these, and how these interact
- **Fish**
 - Fish-people relationships and how they are changing.
 - Fish health, habitat use, distribution patterns and changes in fish species over time and with climate change, and how these interact.

Appendix B: Influential Decision-Makers in the NWT

The organizations below shape northern resource management decisions. In particular, they help set the monitoring priorities for NWT CIMP. We also communicate results from projects back to these organizations to help them make evidence-based decisions.

We encourage applicants to learn about influential organizations in northern resource management in their project area.

Indigenous Governments/Indigenous Organizations

Akaiicho Territory Government
Dehcho First Nations
Inuvialuit Joint Secretariat
Inuvialuit Regional Corporation
Tłıchǫ Government

Gwich'in Tribal Council
North Slave Métis Alliance
Northwest Territory Métis Nation
Sahtu Secretariat Incorporated

Northern Resource Co-Management Boards

Environmental Impact Review Board
Inuvialuit Water Board
Gwich'in Land and Water Board
Gwich'in Renewable Resources Board
Wek'èezhii Land and Water Board
Wek'èezhii Renewable Resources Board

Mackenzie Valley Review Board
Mackenzie Valley Land and Water Board
Sahtu Land Use Planning Board
Sahtu Renewable Resources Board
Sahtu Land and Water Board

Government of the Northwest Territories

Industry, Tourism and Investment (NWT Geological Survey)
Education, Culture and Employment (Prince of Wales Northern Heritage Centre; Aurora Research Institute)
Environment and Climate Change
Infrastructure
Executive and Indigenous Affairs
Municipal and Community Affairs

Government of Canada

Crown-Indigenous Relations and Northern Affairs Canada
Fisheries and Oceans Canada
Environment and Climate Change Canada
Parks Canada
Natural Resources Canada

Appendix C: Guide to Designing Your Project

A well-designed monitoring or research project is key! Below is a step-by-step guide to help design your project. You are more likely to receive NWT CIMP funding if you follow these steps.

Step 1: Define a purpose. Why is monitoring needed?

The first and most important step is to clearly define the study's purpose. This may be broad—*We want to know if water is changing*. Or it may be specific—*We want to know if climate change is causing higher water levels*. A clear understanding of the objectives and rationale will help shape all other steps in your study design.

Step 2: Identify important connections. How do things connect, and what should we monitor?

A clear purpose to your project will help you identify exactly what you should monitor. Also, identifying important connections between different parts of the environment—for example, the connections between climate change, permafrost thaw, groundwater and water levels—will help you to figure out if you should monitor additional aspects. You could bring in other partners and subject-matter experts to discuss possible connections.

Step 3: Review current information. What is already known?

This step involves reviewing Traditional Knowledge and scientific reports about the issue you want to study. It will help you identify similar studies, existing information sources, and appropriate methods to collect and analyze data. It may also help you sharpen the project's purpose and refine your ideas about how things connect (steps 1 and 2).

Step 4: Ask the right questions. What needs to be answered?

At this point, you will have a clear purpose, know what you want to monitor, and have a good sense of available information. You can now define specific monitoring or research questions that will guide the collection and analysis of information. For example: *How is permafrost thaw changing groundwater flow? What impact is changing groundwater flow having on water levels in lakes and rivers?*

Step 5: Make a plan. How will we find answers?

This step is all about finding ways to answer the questions posed in step 4. You will need to create a detailed plan that spells out how, where, and when you will collect, store, analyze, and report information, and who will do these tasks. This step includes figuring out logistics for transportation, equipment, safety, and environmental protection.

Step 6: Collect information. How do we gather the observations?

Data collection is typically the most expensive step in northern monitoring. This means it is important that you clearly define, understand, and have a well-trained team carry out your observations—whether through field work or interviews.

Step 7: Analyze information. How can we turn observations into useful knowledge?

Analyze *how you unlock* the knowledge you gathered in the information you collected in step 6. Traditional stories and observations from communities provide valuable insights into what's happening on the land. Such insights can go a long way towards answering key monitoring questions.

Step 8: Report findings. How should we tell our story?

The “story” your study reveals needs to be told in the *right way* to the *right people*. Know your target audience. Decide what key messages you should deliver and *how* to deliver them. It is very important to report how the results teach us better ways to manage the land.

Step 9: Adapt to changes. What has changed? Should we adjust the project?

If a project is designed to take place over a long period, important things might change as time goes on. It is important to keep an eye on and track these changes. They include the environment itself and the original project partners, team leaders, funding levels, community values, or government priorities. You may need to adjust the study design to stay relevant and effective.

If you would like more details on these steps to designing a project, check out this resource: ["Working together towards relevant environmental monitoring and research in the NWT"](#).

Appendix D: What do I include in my budget?

IMPORTANT:

We look for budgets that maximize the benefits to northern communities.

Eligible expenses are incremental costs specifically related to the research project. These costs are supplemental to existing ongoing costs and are encountered due to the research work being conducted.

Leveraged funding may include cash and/or in-kind donations to the project. In-kind donations are non-cash contributions valued for the project period only.

Verification of costs incurred and leveraged funding may be requested with the Interim and/or Final financial reporting.

Professional fees and services

- Subcontract services for custom work (e.g. laboratory analyses).
- Wages for people hired specifically for the project.
 - This does not include salaried employees for non-Indigenous or community organizations.
 - Indigenous or community organizations may request a salary replacement for employees participating in the project.
- Honoraria and stipends.
- Tuition and related costs are **not** eligible for funding.

Equipment, materials and facilities

- Equipment needed specifically for the project (whether bought, leased or rented).
- Field and sampling supplies and facilities.
- Hall and meeting-room rental.
- Catering for meetings.

Travel Expenses – Related to knowledge transfer through seminar, conference, workshop or northern meetings

- Airfare, car rental, mileage, meals and accommodation.
- Registration fees to attend event.
- Events held in the NWT are preferred.

Travel Expenses – Related to research project activities

- Airfare, car rental, mileage, meals and accommodation.
- Setup of field camps.
- Vehicle, boat, snowmobile and aircraft rental.
- Gas and shipping charges.

Overhead (excluding federal and territorial governments)

- Maximum 15% of total approved funding provided to organization directly.
- Miscellaneous costs such as office supplies, office space, administration and operating expenses.

Copyright for publications (public)

- We encourage you to publish project results in an open access journal. An additional \$5,000 may be available to allow distribution rights to the paper. This is reviewed on a case-by-case basis.

Contact us if you have questions about eligible costs and leveraged funding.

Appendix E: Letter of Intent Submission Form

[Fillable Letter of Intent Form](#)

Appendix F: Traditional Knowledge Data-Sharing Agreement

Traditional Knowledge gathered from Indigenous communities and people is an important resource. Both communities and individuals are keepers of collective cultural knowledge. Researchers must treat this knowledge with respect and only share it with consent.

All Traditional Knowledge projects and projects that include both Traditional Knowledge and science, **must** have and submit a Traditional Knowledge Data-Sharing Agreement to receive funding—unless the community organization is the funding recipient. This agreement will clarify how Traditional Knowledge will be shared with various parties. The agreement ensures you have:

- explained to each person how you will use their knowledge
- received formal consent from each person to share their knowledge

NWT CIMP has a sample [template](#) to help you draft an agreement that meets the needs of everyone involved. Projects can modify this template in collaboration with the community, if necessary.

Every agreement must specify:

- any Traditional Knowledge you gather from the project remains the property of the people who shared it with you
- the agreement does not override the fact that Indigenous communities have full rights over their own unique Traditional Knowledge
- what information will be shared and with whom, while protecting the communities' rights to their knowledge
- the project may share summaries of the research in documents, publications, reports, videos, presentations, websites, or posters (NWT CIMP requires summaries we can share publicly)
- the research based on Traditional Knowledge can be considered in government decisions
- that the project will use, store, and share Traditional Knowledge in a way that honours its commitments to confidentiality

Traditional Knowledge agreements, policies, and guidelines are common in the NWT, and some communities or organizations already have these in place. You should follow or refer to the documents below, depending on which communities you are working with. It is always best to check directly with the community or organization! You can also review these documents as examples to model your agreement on:

- Akaitcho Dene First Nations
 - Akaitcho Exploration Agreement (2008)
- Deh Cho First Nation
 - [Deh Cho First Nation Traditional Knowledge Research Protocol \(2004\)](#)
- Government of the Northwest Territories
 - [Traditional Knowledge Policy 53.03 \(2005\)](#)
 - [Doing Research in the Northwest Territories](#)
 - [Government of the Northwest Territories Traditional Knowledge Best Practices Summary \(2010\)](#)
- Gwich'in Tribal Council - [Gwich'in Social and Cultural Institute](#)
 - [Traditional Knowledge Policy: Working with Gwich'in Traditional Knowledge in the Gwich'in Settlement Region \(2004\)](#)
- Inuvialuit Regional Corporation
 - [Inuvialuit Regional Corporation - Inuvialuit Settlement Region Research Data Strategy](#)
- Mackenzie Valley Land and Water Board
 - [Mackenzie Valley Land and Water Board Engagement and Consultation Policy \(2023\)](#)
- Mackenzie Valley Review Board
 - [Guidelines for incorporating Traditional Knowledge in Environmental Impact Assessment \(July 2005\)](#)
- North Slave Métis Alliance

- [NSMA External Consultation Policy](#)
- NWT CIMP
 - [NWT CIMP Working Together Towards Relevant Environmental Monitoring and Research in the NWT \(2013\)](#)
- Sambaa K'e Dene Band
 - [Sambaa K'e Dene Band Policy Regarding the Gathering, Use, and Distribution of Yúndíit'õh \(Traditional Knowledge\) \(2003\)](#)

Note: A Traditional Knowledge Data-Sharing Agreement as part of an NWT CIMP project is not intended to replace or supersede other agreements or relationships between the GNWT and Indigenous communities and their governments.

Appendix G: NWT CIMP Data Management Policy

We want project information and data to be available to other researchers and other people who are interested. We also want to make it available as soon as possible in the project process. To make sure your project shares information in this way, every project must have a **Data Management Plan (DMP)** and **Project Metadata** submitted with the first Interim Report.

WHAT DOES MY PLAN NEED TO INCLUDE?

Here is a sample [template](#) to help create a DMP that:

- will describe how you and your researchers will manage and share the information and data you generate
- is appropriate for the information and data you are collecting
- follows current best practices for managing information and data
- can adapt to your discipline and whether you are gathering Traditional Knowledge or scientific data
- can evolve if your research becomes more collaborative

The template will guide you to make sure your DMP includes:

1. what kind of data, samples, software, presentations, curriculum material, and other products you will produce from the project
2. who is responsible for creating Project Metadata and Dataset Metadata. What methods and procedures will be used.
3. your plans for access and sharing knowledge, including how you will protect privacy, confidentiality, security, licensing, intellectual property, or other rights and requirements
4. your plans for archiving data, samples, and other research products and preserving access to them.

Please refer to the [NWT CIMP Data Management Requirements](#) to ensure all reporting is submitted.