

## **Nunatsiavut Government Research Application Guide and Checklist**

### **APPLICATION CHECKLIST**

In order to successfully complete this application you will need the following prior to completing the application form:

- 1) A list of all project partners and letters of support from each partner external to the Principle Investigators organization
- 2) Ethics approval from all appropriate authorities for any project involving people, health, traditional knowledge or youth.
- 3) Consent form for any project involving human subjects
- 4) Interview Guide for any project that involves interviews or focus groups
- 5) Approval from the Newfoundland and Labrador English School District if your research involves a school in Nunatsiavut
- 6) Archaeological Investigation Permit for any project that involves archaeology or could have potentially adverse effects on existing archaeological sites (geology, land disturbance, etc.)
- 7) Animal Care Approval (from an appropriate organization) for any project that involves the sampling or manipulation of animals (including tagging and collaring)
- 8) Permit to Access Labrador Inuit Lands for the Purpose of Harvesting is required if there will be the harvesting of any flora or fauna species
- 9) Detailed map of research area / locations is required for any project that is outside a community in Nunatsiavut
- 10) Protocols for specific methods that are to be used for the research project
- 11) If opportunity to train, educate or employ local beneficiaries as part of your project, specific details relating to this opportunity are required, including dates and duration of these opportunities.
- 12) Detailed project deliverables list
- 13) Funding details, including funding agencies and whether the funds are pending or approved.
- 14) Contacted the Inuit Community Government in which you plan to conduct your research
- 15) Any additional permits, including but not limited to, experimental licenses from Federal Agencies, transportation permits or Firearms permits (if required)

## **Page 1 – Consent and Agreement**

Prior to completing this form, contact the Inuit Research Advisor Carla Pamak at [research@nunatsiavut.com](mailto:research@nunatsiavut.com). This is a required step in our research process and ensures that the project will meet the Nunatsiavut Government's requirements and provide the opportunity to answer any questions relating to your application.

### **Part A – Project Title and Approvals**

- Identify the primary contact for this research application.
- Any project partner identified, external to your organization, require a letter of support from that organization. These letters of support should be attached here.
- Attach the following, if applicable:
  - 1) Letters of Support
  - 2) Ethics Approval
  - 3) Labrador-Grenfell Regional Health Authority Approval
  - 4) Consent Form for human subjects
  - 5) Interview Guide for interviews and focus groups
  - 6) Approval from the Newfoundland and Labrador English School District
  - 7) Archaeological Investigation Permit
  - 8) Animal Care Approval
  - 9) Permit to Access Labrador Inuit Lands for the Purpose of Harvesting

### **Part B – Research Location and Subjects**

- Identify all communities / areas that the research will take place in.
- List the number of participants in any human subject based research project in the appropriate categories.
- Describe in detail how the human research subjects will be used (if applicable), the number of samples to be collected and where these samples will be collected. Indicated the age and sex of the human subjects.
- Describe in detail the non-human research subjects, including species (or sample type), the number of samples and location of sampling. For animals, include sex and age of research subjects.
- Attach a map of your research area, including sampling sites (if applicable).

### **Part C – Project Purpose and Methods**

Describe in detail the purpose of your research.

Describe in detail your activities and associated methodology. Attach any methods / protocols that will be used.

If using any Inuit knowledge, describe in detail how this will be used in relation to the project.

#### **Part D – Local Benefits**

Identify all opportunities to train, educate or employ Nunatsiavut Beneficiaries as part of this project. This should include the date and duration of each opportunity, as well as specific details associated with this opportunity.

Describe what the potential benefits for this project are for the Nunatsiavut region, and explain specifically why these are benefits for the region.

#### **Part E – Data Use, Deliverables and Funding**

Describe who owns the data associated with this project, specifically who will have access to the data and any other potential uses of these data. These details need to be included in all consent forms when working with human subjects.

The Nunatsiavut Government appreciates access to all raw data for research projects that take place in the region, recognizing the specific rights and requirements of the associated data and requirements of funding agencies.

Describe specifically how results will be verified, disseminated and shared with participants, communities and the Nunatsiavut Government

Provide a specific list of deliverables and approximate date that these deliverables will be met.

Please provide a list of all project funders, including whether the funding is pending or approved.

#### **Part F – Local Contact**

Provide a list of local individuals that have been contacted in relation to this project, including the date that they were contacted. The NGRAC will be reaching out to these individuals to ensure that they are aware of this project.

#### **Part G – Acknowledgement of Rights and Responsibilities**

Please read this section in detail and acknowledge that you understand the rights and responsibilities associated with conducting a research project in Nunatsiavut.