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| **DEADLINE**: Complete your application directly on this LOI form. Submit your application in word or .pdf format by 5:00pm ET on June 21st, 2024 to northern@westonfoundation.ca with the subject line “Northern Biodiversity Research Program Application.” |

The goal of the Northern Biodiversity Research Program is **to protect and restore biodiversity through funding research, protecting ecosystems, and connecting Canadians to nature.**

Projects funded through this program must engage in applied northern natural sciences research that is related to the goal of protecting and restoring northern biodiversity. Projects must also have realistic potential to inform conservation policy or practice that ultimately improves conservation outcomes for wildlife (flora and fauna) and ecosystem biodiversity.

Please review the Program Details, [which you can find on our website](https://westonfoundation.ca/grant_call/northern-biodiversity-research-program/%28opens%20in%20a%20new%20tab%29), for further information before submission.

**Project Title:**

**Location(s) of Northern Research:**

**Applicant Details:**

1. Principal Applicant Name(s):
2. Organization Name:
3. Organization Mission (100 words):
4. Describe the general structure and work/research focus of your organization (100 words):
5. **Please note that eligibility for this funding requires that your organization must be able to demonstrate that the research is being used or has a realistic potential to inform conservation policy or practice.** Are you or your organization undertaking biodiversity-focused natural sciences research and using or directly providing that research in conservation decision-making processes with government or other decision-makers? (Y/N)
6. Principal Applicant Contact Information:
7. Organization Charitable Number or Equivalent Qualified Donee number:[[1]](#footnote-2)
8. Applicant Address:

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| **Project Details** |

**Executive Summary**

1. Provide an overview of your proposed research project, including (500 words):
	1. What research will be undertaken? Provide background information, research objectives, the methods to be used, and how the anticipated results may inform northern biodiversity knowledge or understanding.
	2. What is the reason for the proposed research location?
	3. Is this a new or existing research project?
	4. Is the research filling a current gap in knowledge? What threat or opportunity does your research address?
2. How does your project align with the Program’s goal? How does the proposed research relate to protecting or restoring biodiversity in northern Canada (150 words)?
3. What is your plan or what steps will the organization take to ensure the research being undertaken is mobilized to decision-makers or used at conservation decision-making tables/processes? What conservation decision-making processes or tables is your organization currently involved in and why? How will results or data be shared to inform improved policy or practice (350 words)?Describe your organization’s and team’s capacity to achieve impactful results (100 words).

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|  | **Expense** | **Description of Expense** | **YEAR 1** | **YEAR 2** | **YEAR 3** | **TOTAL FROM OTHER SOURCES** | **TOTAL REQUESTED FROM WESTON FAMILY FOUNDATION** |
| **Expense Category 1** | Item 1 |   |   |  |  |   |  |
| Item 2 |  |  |  |  |  |  |
| Item 3 |  |  |  |  |  |  |
| **Category 1 Subtotal:** |  |  |  |  |  |  |
| **Expense Category 2** | Item 1 |  |  |  |  |  |  |
| Item 2 |  |  |  |  |  |  |
| Item 3 |  |  |  |  |  |  |
| **Category 2 Subtotal:** |  |  |  |  |  |  |
| **Administrative Overhead (5% of total funds requested from Weston Family Foundation):** |  |  |  |  |  |
| **Total Request:** |  |  |  |  |  |

**Budget**

1. **Please provide a budget of the total project costs with the major expenses listed using the template provided.** Indicate the anticipated timing of the expense, and whether the funding would come from the Weston Family Foundation or another source. **Add as many rows as required.**

**Anonymous Survey**

At the Weston Family Foundation, we are invested in the well-being of all Canadians. Our national identity encompasses a wide range of perspectives, ideas, and experiences. We aspire to celebrate these differences in our working strategies and overall philosophy.

We have introduced an anonymous and voluntary questionnaire as a way to continually assess the inclusivity and breadth of our communications, programming, and decision-making. The purpose is to collect information on prospective applicant organizations to first establish a baseline of the makeup of our applicants and, eventually, identify gaps in our outreach strategies and adjust future program calls to ensure we reach as many Canadians as possible. This is an important step in measuring increased DEI within Foundation funding calls.

You are invited to complete the questionnaire as part of the application process. We anticipate you can complete the questionnaire in under two minutes.

Thank you for your help with this important work! You may access the questionnaire [here](https://forms.office.com/r/CSQbj2WbXh).

1. Note: A Qualified Donee may be a northern community that is registered with the Canada Revenue Agency as a “registered municipal or public body performing a function of government in Canada,” a charitable organization, etc. Please see the CRA’s [website](https://www.canada.ca/en/revenue-agency/services/charities-giving/charities/policies-guidance/qualified-donees.html) if there is uncertainty as to what a Qualified Donee is. [↑](#footnote-ref-2)