



APPLICATION GUIDE

NATURAL RESOURCES CANADA – SCIENCE OUTREACH AND ENGAGEMENT GRANT

The Office of the Chief Scientist (OCS) at Natural Resources Canada (NRCan) plays a leadership role in developing and promoting the department's overarching Science and Technology (S&T) priorities, as aligned with the Government of Canada's Science and Innovation agenda, and with a goal of ensuring that science informs public policy development and contributes to societal benefits. To this end, OCS works with the department's S&T community to highlight the benefits of R&D projects in geosciences, geomatics, forestry, mining, petroleum research, and advanced materials and technological developments for energy efficiency.

OCS supports external outreach activities of various stakeholders where the activities are aligned with the mandate of the Department, aiding Canada to keep its competitive edge, promote the sustainable use of our natural resources and remain a leader in the use of clean, efficient technologies while preserving and protecting its natural resources.

Through the Science Outreach and Engagement Grant from Natural Resources Canada, we aim to:

- Encourage innovation via the dissemination of information (e.g. success stories);
- Maintain a dialogue on the sustainable and responsible development of Canada's natural resources;
- Share best practices on clean, sustainable, efficient technologies and best practices related to natural resources; and,
- Promote the safety of Canadians and Canada's natural resources against pests, fire, and other hazards.

INTRODUCTION

In 2017/18, NRCan and CASC conducted a pilot project to connect NRCan's science and technology activities with communication to Canadians through Science Centres. Three programs were successfully initiated through the program at sites suggested by NRCan staff. This call for proposals expands the scope of the program and invites proposals from CASC Full Members to obtain a small grant to create new programming or support existing programming that is in line with NRCan objectives (below).

OBJECTIVES

Objective 1:

To provide the public with a better understanding of important science being done on issues affecting Canada such as:

- Environmental sustainability;
- Climate change mitigation and adaptation;
- Competitiveness of natural resources sectors; and,
- Public safety and national security

Objective 2:

Benefit from a mutual opportunity to expand reach when disseminating science knowledge (to reach new audiences)

Objective 3:

To increase public understanding of evidence-based decision-making

HOW MUCH FUNDING IS AVAILABLE?

- Full Members of the Canadian Association of Science Centres (CASC) may apply for up to \$8,000 per event or program. Expenses must be justified in the budget.

- CASC Full members can only apply for one (1) event or program per fiscal year (April 1 to March 30). Previous recipients of the 2017/18 NRCan and CASC pilot project are not eligible for the 2018/19 grant.
- CASC, through the NRCan Science Outreach and Engagement Grant, has funding available to support up to four (4) events and/or programs in 2018-2019.

HOW TO APPLY

1. Read the Application Guide
2. Submit a written application by email (PDF preferred) following the headings and questions in the Application Guide to mader@casc-accs.com.
3. Your application must be no more than five (5) pages long in font no smaller than 12pt.
4. CASC must receive your application before the program for which you are seeking support begins.

ELIGIBILITY

This funding is available to all Full Members of the Canadian Association of Science Centres (CASC).

Note: CASC members cannot apply for funding through the Natural Resources Canada Science Outreach and Engagement Grant two years in a row.

APPLICATION DEADLINES

All applications must be received by October 5, 2018.

Note: All events must be completed by March 31, 2019.

WRITING THE APPLICATION

Contact Information:

- The basic data for the organization, including title and mailing address
- Contact information for your event or program coordinator
- Contact information for the individual responsible for the application

Summary Description:

- Provide the title of your event or program
- Provide the Date, Venue, and timing for your event or program.
- Include a maximum 150 - word description of the topic geared towards the public.
- Identify the relevance of this topic to your audience for your event or program

Important notes:

- The event must take place before March 31, 2019.
- CASC will make every effort to process your application within three weeks of receipt. The CASC cannot provide funding for events or programs that have taken place prior to the funding decision.

BACKGROUND

Provide a statement on how your event will support the objectives of the Natural Resources Canada Science Outreach and Engagement Grant. Specifically, include how you will capture the capacity-building element of this event for your organization and how it will strengthen your relationship with your partner scientists and institutions. For your institution, this may be by creating an internal handbook for local Café Scientifiques. For support to the scientists involved in your event, this may include details of meetings, phone calls, and any material will you will share with them beforehand to ensure the success of your event.

BUDGET

Provide a detailed budget for the proposed project. The budget must be broken down by type of task and each task amount must be broken down by cost category. The template provided below must be utilized.

Approved Budget	Year	Year	Year	Total	NRCan 's share
Eligible Expenditures					
Travel expenses					
Salaries and Benefits					
Scholarships and bursaries					
Office space/meeting rooms					
Telecommunication charges					
Communication materials					
Professional and technical services					
Overhead Expenditures directly related to project; maximum of 15 % of total costs. (Heat, hydro and office operating costs)					
Total by Fiscal Year					

Eligible Expenditures for an approved project must be directly related to, and necessary for, the implementation and conduct of a project and will include:

- Travel expenditures, including meals and accommodation, based on National Joint Council Rates;
- Salaries and benefits for employees on the payroll of the Recipient for the actual time spent by the employees on the project;
- Scholarships and bursaries;
- Office space/meeting rooms including equipment and furniture rentals;
- Telecommunication charges;
- Communication materials;
- Professional and technical services;

- Overhead expenditures provided they are directly related to the conduct of the project and can be attributed to it. Overhead expenditures are to be included in the total project costs to a maximum of 15% of eligible expenditures (less overhead). Overhead expenditures include:
 - administrative support provided directly to the project by the Recipient's employee(s), valued on the same basis as professional staff time

As well, the following are permitted:

- Heat, hydro, and office operating costs (e.g. faxes, telephone)

PROMOTION

Include a detailed plan for promoting your event.

SIGNATURE BY AUTHORIZED SIGNING AUTHORITY

Please include a cover letter that is signed by an individual authorized to sign contracts on behalf of the organization.

CONTACT

To forward your application or to request more information, please contact:

CASC Program Manager c/o M. Mader
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