

## **Advice for Students and Supervisors Completing NSTP Applications**

It is important to keep in mind that NSTP provides funds to encourage:

- The work of junior researchers in the north.
- Continued research by these junior scholars in the north in the future. Indeed, to make their career centered on northern research.
- Good relationships between researchers in the north and the residents of the north, particularly Indigenous populations. NSTP recognizes that community members have historically been excluded from dialogue about research aims and results, and from the research process itself. The program further recognizes that a more inclusive approach benefits communities and the research.

**YOUR APPLICATION SHOULD REFLECT YOUR UNDERSTANDING AND AGREEMENT WITH THESE PRINCIPLES.**

### **Tips for students completing the application form:**

- Read all the sections carefully and address the specific questions being asked. This seems obvious, but if they ask about your research and then want to know how working in the north will benefit it, they are asking two questions, both of which you need to address.
- NSTP wants you to stay in the north for at least 21 days, which they feel is the minimum for gaining a meaningful understanding of the region. Whenever possible arrange your stay for at least 21 days. Under some circumstances, a shorter period is all that is required to meet your research goals. Please be sure to justify shorter stays in your proposal, clarifying what skills and experience you will gain, and why you will be able to collect your thesis data in less than 21 days. Also, please be sure to indicate ONLY THE PERIOD THAT **YOU WILL BE IN THE NORTH**, regardless of the duration of the larger project in which you are participating.
- NSTP should NOT be considered the main contributor to your research budget. It should supplement funds you will seek or receive from elsewhere. Your budget must reflect this. The funds you request from NSTP should comprise LESS THAN HALF of the total budget for your project.
- Your budget must balance. That means: If your total required funds are \$10,000 and you request \$3000 from NSTP for travel, you should indicate where you plan to get the remaining \$7000 to conduct your research. Often, students indicate that they already have more than enough funds to cover their expenses. For example if you say you need \$10,000 in total, are applying for \$3,000 from NSTP and have a total of \$22,000 committed to you from NSERC or other agencies, you have more than the \$10,000 you require so you do not need NSTP funds. This is NOT a balanced budget. If committed funds come from a supervisor's grant, be sure to only indicate the funds committed for YOUR PORTION of the

larger project.

- Do not answer N/A in any section of your application. If something is not applicable, provide the reasons why. This is particularly true when answering questions about licenses, permits and, importantly, the section that asks about your plans to involve the community in your research.
- You should make every effort to consult with local communities, inform them of plans in advance, provide them with information upon request and provide them with the results of work. You can do this in a variety of ways, for example through community presentations, research posters, plain language reports, websites or social media. Even if your research will not involve staying in or travelling through a northern community, you can share information about your project online.
- When you are finished your application and it looks great, click the “Supervisor’s Recommendation” tab to request their recommendation. The system will prompt you to add your supervisor as a collaborator if you have not already done so.
- **IMPORTANT:** Once your supervisor has completed their recommendation, you must log back in to the system to submit your application.

#### **Important reminders for supervisors:**

- Please remember to state how your student’s field work will benefit their northern training as well as their particular research project. Focus not just on data collection but also on the skills, experience and connections it will allow them to develop.
- The NSTP management committee asks that supervisors emphasize the student’s past experience (if relevant) and the project’s relevance to current northern concerns.
- Please take consider nominating your students for the special awards that NSTP provides.

Western’s Northern Studies Committee is happy to help if you have questions along the way. Contact us at [northern@uwo.ca](mailto:northern@uwo.ca)