



**PICS**

PACIFIC INSTITUTE  
FOR CLIMATE SOLUTIONS

# **Wildfire Resilience Research Contribution Program**

**Guidelines for applicants  
seeking PICS match funds for**

***NRCan's Build & Mobilize  
Foundational Wildland Fire  
Knowledge Program***

## Introduction

The risks and impacts associated with catastrophic wildfires are rapidly increasing in BC and around the world. This challenge requires research and actions that will strengthen the resilience of our ecosystems and communities, while establishing new relationships and ways of working together that weave academic research with diverse knowledges across Indigenous Nations, communities, governments and industry.

## PICS Matching Contribution Program

In support of this collaborative knowledge ecosystem around the critical issue of wildfire, PICS invites Letters of Intent (LOI) from researchers in our university network (UBC, UNBC, UVic SFU) who are leading projects with diverse partners that are applying to the Natural Resources Canada (NRCan) [Build and Mobilize Foundational Wildland Fire Knowledge Program](#).

Teams that are developing proposals to NRCan may secure a portion of their required match funding from PICS through a competitive Letter of Intent process. Project teams selected by PICS through this LOI process will receive a letter of commitment for PICS funding to be included in their NRCan applications. PICS contributions will range from \$75,000 to \$250,000 per project. PICS anticipates funding in the range of 4 to 6 projects and will only provide funding for projects that are approved through the NRCan decision-making process.

Successful projects will be required to share their final approved NRCan proposal and budget with PICS, which details how PICS funds will be used. PICS will then enter into a funding relationship with successful projects via a funding agreement. PICS will flow 75% of committed funds at the time of project initiation. The remainder of funding will flow at a time agreed upon with the project lead.

Please read ALL Letter of Intent invitation information on the [PICS program webpage](#), as well as details and guidelines for the Natural Resources Canada's ), [Build and Mobilize Foundational Wildland Fire Knowledge Program](#) prior to considering submission of a LOI.

### Important dates

- Thursday March 21, 2024: PICS LOI opportunity opens
- Thursday April 18, 2024: PICS LOI opportunity closes (4:00pm/PST)
- Friday May 3, 2024: PICS LOI decisions communicated
- Tuesday May 14, 2024: NRCan program application intake closes

**To submit your Letter of Intent:** Please send your completed LOI via email to [picsintake@uvic.ca](mailto:picsintake@uvic.ca). You will receive an emailed acknowledgement when your LOI has been received. Letters of Intent will be received until the closing date/time of April 18, 2024/4:00pm PST. Note that inquiries are also welcome at this email address.

## **Letter of Intent content guidelines**

The following sections provide the guidelines for your LOI. Please follow the guidelines as closely as possible with respect to your letter structure, content, and word count. The maximum number of pages that will be considered is four. The criteria that will be used to assess and score LOI is provided below the content guidelines. All LOIs will be pre-screened for fit with the NRCAN themes and research priorities. LOIs that are deemed to be outside the NRCAN program requirements will not be assessed as part of the LOI process.

### **Project Title and Summary statement (up to 150 words)**

Your summary statement will provide a concise explanation of the project that can be widely understood by a range of individuals and groups. It should introduce the project name and provide a clear, stand alone, and accessible explanation of your initiative.

### **Needs and benefits (up to 300 words)**

This section answers the “why” of the project. Explain what needs or challenges you are addressing and why you are proposing this particular project. Identify the benefits from the project and its results. Your project needs and benefits should help to clarify the project’s relationship to reduction of wildfire risk and strengthening resilience of communities and ecosystems.

### **Activities (Up to 400 words)**

This section answers the “what” and the “how” of the project. Give a general overview of the major project activities. Your project activities should clarify your plans for integrating a whole ecosystem approach, as well as outline how you will undertake co-production and knowledge mobilization.

### **Outcomes and deliverables (Up to 300 words)**

State the specific outcomes you plan to achieve and what will change as a result of your work. Identify the anticipated project products (e.g., handbooks, risk maps, methodologies etc.) and how you see these products being applied (and how research/knowledge will transition to action). Identify the proposed number of highly qualified personnel that will be engaged in your project, as well as expected training and knowledge sharing events or products.

### **Partnerships and collaboration (Up to 250 words)**

This section identifies who (organizations and individuals) will be partnering and collaborating to shape the project. Describe how your project will actively support relationships and collaboration and how the various partners will be contributing to the project.

### **Expertise (Up to 300 words)**

Demonstrate why your team is well-suited to undertake this project by highlighting relevant information such as related work, existing relationships, awards, and any other tangible measures of relevant expertise, qualifications, and experience. Please do not attach bios or detailed CVs about your team.

### **Budget and contributions (Up to 250 words)**

State the total project cost and the amount to be requested from NRCan, and clearly state the funding contribution being sought from PICS. Indicate broad categories of activities to be funded for the entire project. Identify other sources of funding, including both cash and in-kind contributors.

### **Closing and signature**

Provide your project contact name and contact information for follow-up.

## **Letter of Intent Criteria**

This PICS funding contribution is intended to incentivize collaboration within and across PICS universities and their larger networks of partners. PICS will provide a contribution for projects that align with NRCan program themes and research topics, placing priority on projects that:

- Integrate co-production and multiple ways of knowing including diverse scholarly and community-based teams
- Centre perspectives, knowledges and leadership from Indigenous peoples and local communities
- Integrate a whole ecosystem approach (that considers the range of values associated with forested ecosystems)
- Incorporate convening and knowledge mobilization to amplify and scale-up solutions
- Provide clear pathways to enable knowledge to action application for communities, practitioners, and/or decision-makers

Please see the following page for a more detailed breakdown of criteria across the sections of the LOI. This scoring grid will be used to evaluate LOIs.

PICS will seek projects inclusive of a diverse range of experiences, individuals and groups. We will also be considering geographic, disciplinary, and institutional diversity and inclusion of varied ecosystems and wildfire regimes in our wildfire project selection and overall matching portfolio.

Applications that have strong elements of Indigenous inclusion and leadership, as well as consideration of multiple ways of knowing, and translate meaningful benefits to Nations are highly encouraged.

**NOTE:** While PICS will evaluate each LOI with the stated criteria, projects must meet be approved through the NRCan application process to receive a PICS contribution.

LOI Component	Length	Percentage/Value	Scoring considerations and relationship to PICS priorities
Project title and Summary statement	Up to 150 words	5%	<ul style="list-style-type: none"> <li>- Clear and accessible plain language summary</li> </ul>
Needs/benefits	Up to 300 words	20%	<ul style="list-style-type: none"> <li>- Clear contribution to accelerating risk reduction and/or community and ecosystem resilience</li> <li>- Centres perspectives, knowledges, and leadership from Indigenous peoples and local communities</li> </ul>
Activities	Up to 400 words	20%	<ul style="list-style-type: none"> <li>- Alignment with previously identified needs and benefits</li> <li>- Integration of whole ecosystem approach</li> <li>- Inclusion of convening and knowledge mobilization</li> <li>- Integration of co-production and multiple ways of knowing</li> </ul>
Outcomes and deliverables	Up to 300 words	15%	<ul style="list-style-type: none"> <li>- Results and deliverables have clear application potential for practitioners, communities, and/or decision-makers</li> <li>- Opportunities for HQP engagement and training</li> </ul>
Partnerships & collaboration	Up to 250 words	15%	<ul style="list-style-type: none"> <li>- Appropriate and well-developed approach to collaboration</li> <li>- Inclusion of scholars from range of disciplines</li> <li>- Demonstration of Indigenous leadership and/or partners</li> </ul>
Expertise	Up to 300 words	15%	<ul style="list-style-type: none"> <li>- Evidence of qualifications, suitable expertise and knowledges, to undertake the proposed project</li> </ul>
Budget	Up to 200 words	10%	<ul style="list-style-type: none"> <li>- Reasonable project value for planned activities</li> <li>- Contributions from range of partners and collaborators</li> </ul>