

Pulling It All Together

Arctic Inspiration Prize

ARCTIC
INSPIRATION PRIZE



PRIX INSPIRATION
ARCTIQUE

Nomination Template

•	1	Nomination Letter	1 page
	2	Nomination Summary	
•	2.1	Administrative Summary	N/A (table)
•	2.2	Project Summary	250 words
•	3	List and Role of Team Members	150 words per member
	4	Project Plan and Expected Outcomes	
•	4.1	Objectives	250 words
•	4.2	Activities and Outcomes	1000 words
•	4.3	Knowledge Base and Potential Overlap	250 words
•	4.4	Budget and Budget Justification	N/A (table and justification)
•	5	Sustainability and Lasting Impact	250 words
•	6	Accountability of Project Execution	<input type="checkbox"/> 500 words
	7	Communications Plan	
•	7.1	Communications Plan	250 words
•	7.2	How did we learn about the AIP?	75 words
•	8	References Cited	N/A
	9	Letters	
•	9.1	Letters of Recommendation	Maximum 15 letters, 1 page per letter
•	9.2	Letters Confirming Partner Contributions	As needed
•	10	Short Resumes	500 words per resume
•	11	Checklist	N/A

Budget

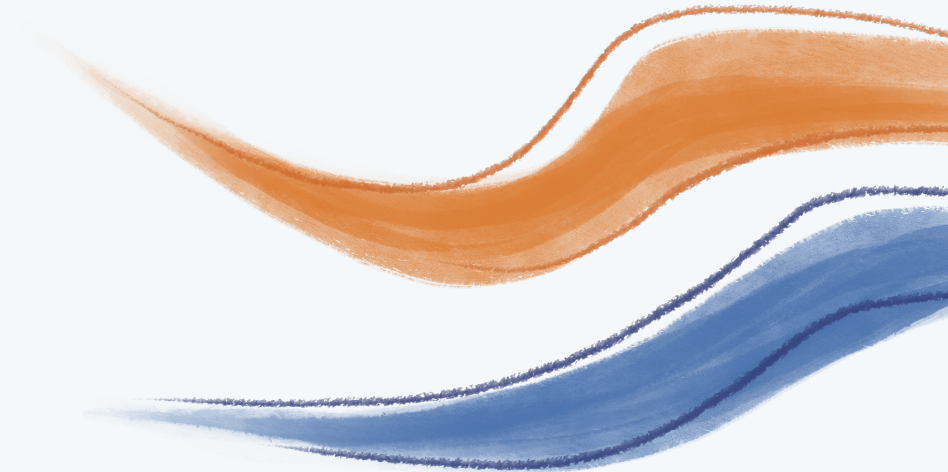
Project Duration <month, year> to <month, year>	Amount Requested from the AIP	Team and Partner Contributions*		Total Cost
Items		Cash	In-Kind	(Amount Requested from the AIP + Cash + In-kind = Total Cost)
1. Salaries & Benefits				
a. Team members				
b. Other salaries (please specify)				
Total Salaries & Benefits				
2. Equipment/Facility				
a. Purchase or rental				
b. Operating costs				
Total Equipment/Facility				
3. Materials & Supplies (please specify)				
a. (please specify)				
Total Materials & Supplies				
4. Travel				
a. Meetings				
b. Team representatives to attend the Awards Ceremony in 2026 (Whitehorse)				
c. Other (please specify)				
Total Travel				
5. Communications (please specify)				
a. Workshops/Meetings				
b. Other (please specify)				
Total Communications				
6. Project Activities (excluding workshops and meetings)				
a. (please specify)				
Total Project Activities				
7. Other Items				
a. (please specify)				
Total Other Items				
PROJECT SUBTOTALS				
8. Impact Assessment **	\$15,000			\$15,000
TOTAL PROJECT COSTS				
	NOTE: In the AIP category, the total amount requested from the AIP cannot be more than \$500,000.	NOTE: Since the AIP is about having impact with the support and engagement of partners and team members, the buy-in amount provided by partners is required to be at least 20% of the amount requested from the AIP.		NOTE: Since the AIP aims to inspire diverse teams to initiate innovative projects with social impact, the total project costs cannot be more than twice the amount requested from the AIP.

* Only partner contributions directly related to the project activities can be counted as buy-in. For example, the in-kind contribution of someone's entire salary can only be counted if all of that individual's work is for the project. Otherwise, only the proportion of time that the individual will spend working on the project can be counted. **Only contributions from non-team members count towards the 20% minimum.**

Letters of Support and Recommendation

- | | | | |
|---|---|-------------------|--------|
| • | 1 | Nomination Letter | 1 page |
|---|---|-------------------|--------|
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- | | | | |
|---|-------|--|--|
| | 9 | Letters | |
| • | 9.1 | Letters of Recommendation | Maximum 15 letters,
1 page per letter |
| | • 9.2 | Letters Confirming Partner Contributions | As needed |
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Selection Criteria

Team Diversity (weight = 2)

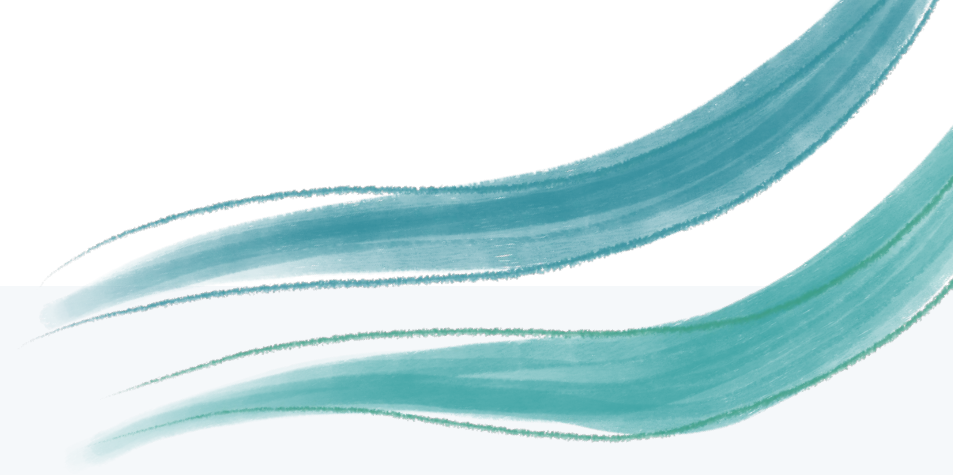
Project Novelty (weight = 1)

Impact (weight = 5)

Sustainability (weight = 3)

Project Accountability (weight = 2)

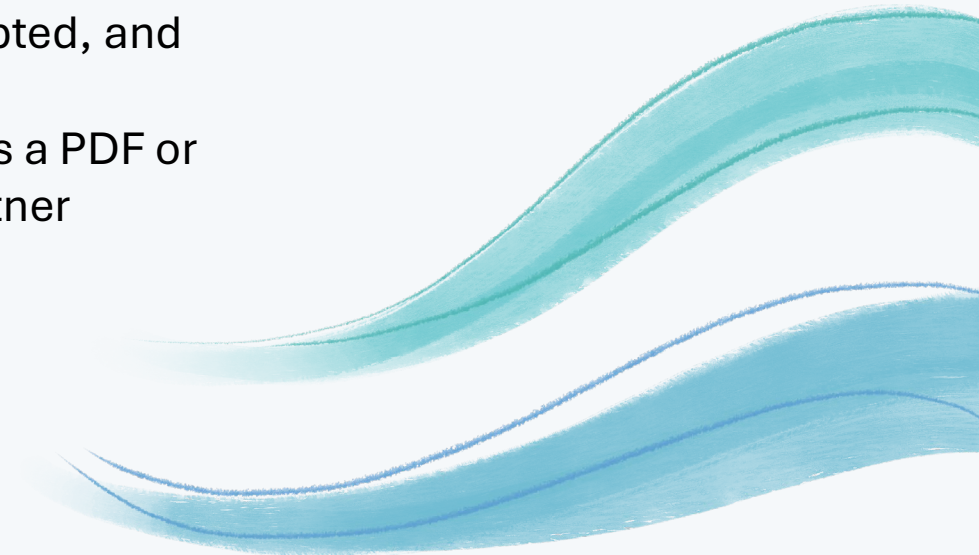
Ability to Highlight Northern Achievements (weight = 2)



Nomination Guidelines

Nomination packages must follow the format described below:

- Letter-size (8.5 x 11 inches, 21.5 cm x 28 cm);
- Use black text;
- Minimum font size of 12 pts (excluding tables);
- Minimum margins of ¾ inch (1.905 cm) on all sides;
- Pages numbered consecutively;
- Define any acronyms upon first use within the text;
- Extra or supporting materials (reports, videos, etc.) will not be accepted, and will not be included for consideration in the selection process; and
- All nominations must be submitted electronically as a **single file** (as a PDF or Word document), including all Letters of Recommendation and Partner Support, Nomination Letter, etc.



Submit your Nomination

Submit your
Nomination by
January 19, 2026
at 11:59 pm



Someone is going to win this. Why not your team!

Steps to applying for an AIP!



arcticinspirationprize.ca

