



International Permafrost Association

IPA Action Group Application 2024

Title of proposed Action Group:

Provide a short and descriptive title for the Action Group.

Action Group Principal Investigator (PI):

Name, email, telephone number, title/position, and institution/affiliation.

Objectives and scope of the Action Group:

Provide a description of the project in less than 750 words. Keep the background section brief and focus on the definition of clear and targeted objectives. This section will be used to advertise your project to IPA members and the wider public, so please ensure that you address the following points:

- a) Why is this activity significant and how does it relate to the objectives of the IPA?
- b) Who will undertake the project and what steps will be taken to ensure the objectives are met?
- c) How will it benefit IPA members, the scientific or engineering communities, policymakers, or the general public?

Timeline:

Include the major milestones of the project as well as the dates envisioned for the delivery of products. Please note that Action Groups can be proposed for a duration of one or two years. This call is intended for Action Groups operating in 2024 and 2025.

Deliverables:

List the deliverables of the project in less than 250 words. Try to provide a realistic view of what can be achieved within the time span of the Action Group and include education and outreach deliverables.

Other Action Group Members:

List the names of the individuals to be involved in the Action Group. Include their name, email, title/position, and institution/affiliation. Try to provide a group of individuals realistically adapted to the size of the project. The individuals making up the Action Group should come from at least three different IPA member countries. Explain how internationality and involvement of young researchers ([PYRN](#)) will be considered when allocation of funds is decided.

EXECUTIVE COMMITTEE

President:
Prof. Christopher Burn
Vice-Presidents:
Dr. Isabelle Gärtner-Roer
Dr. Gonçalo Vieira
Members:
Dr. Kjersti Gisnås
Ed Yarmak
Dr. Fujun Niu

INTERNATIONAL SECRETARIAT

Executive Director:
Emma Stockton
Carleton University
Dept. Geography & Environmental Studies
1125 Colonel By Dr.
Ottawa, ON, Canada
K1S 5B6
contact@ipa-permafrost.org
www.permafrost.org



International dimension:

The IPA is associated with several other [international organizations](#) and encourages collaborative activities. Please indicate here if there are ties with other organizations and the nature of the collaboration in less than 250 words. Also indicate if you will collaborate with other IPA [Action Groups](#) or [Standing Committees](#).

Budget:

Provide a short description of the budget and the amount requested from the IPA. The maximum funding available is 3000€ per year (6000€ over two-years). The IPA's bank account is managed by University of Oslo (UiO) in Norway. The PI of the Action Group may submit one invoice with receipts to the IPA Secretariat *no later than 30 November* each year. An invoice received after this date will not be paid. Only one invoice each year will be paid. Although several group members may contribute financially to activities, UiO does not have the capacity to reimburse these individuals. All expenses must be combined into one invoice and reimbursed to a single bank account. It is the PI's responsibility to distribute the funds to the appropriate group members after reimbursement. There is **no carryover** of funds from one year to the next. The IPA is not able to act as a bank for Action Groups. If the Action Group is approved, the IPA Secretariat will send invoice instructions.

Other funding sources should be mentioned, even if not confirmed yet. If funding is awarded from the IPA, only the first year's budget will be confirmed. Awards in subsequent years will be made subject to receipt of an acceptable progress report from the Action Group and in relation to the IPA's priorities and financial status.

Frozen Ground Newsletter:

Each year the Secretariat will request a 500-word progress report for the IPA's annual [Frozen Ground Newsletter](#). It is the Action Group's responsibility to write and submit the report by the deadline.

Secretarial support:

If the Action Group need secretarial support from the IPA (e.g., organization of conference calls, production of documents), please describe the level of support requested in less than 250 words.

*Please email your application as one PDF with the above fields completed to the IPA Secretariat (secretariat@permafrost.org). Applications must be submitted on or before **31 January 2024**. Receipt of your application will be confirmed in an email from the IPA Secretariat.*

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