# CAN-PEAT

# LOCAL CONTEXTS GUIDE FOR RESEARCHERS

PART 1: WORKING WITH EXISTING DATA

AN IN-DEPTH GUIDE ON HOW TO GET SET UP WITH LOCAL CONTEXTS AND SUPPORT INDIGENOUS DATA SOVEREIGNTY WITHIN THE CAN-PEAT PROJECT









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# **01 - Executive Summary**

# Welcome to the Can-Peat Local Contexts Guide for Researchers, Part 1: Working with Existing Data

The purpose of this Guide is to help researchers associated with the Can-Peat Project to uphold the Can-Peat's commitments to supporting Indigenous Data Sovereignty, specifically by using the Local Contexts Hub as a tool for identifying the presence of Indigenous Data in research activities. The intention is that researchers will connect to the Can-Peat Project in the Local Contexts Hub, generate Notices, and use the Notices and the accompanying API in any public-facing websites where references to Indigenous Data are being used (i.e., websites, publications, data repositories, other knowledge mobilization efforts, etc.).

This Guide contains information geared towards researchers and teams who have already completed data collection or have access to historically gathered data, potentially where the provenance or Indigenous Nation or Community may not be known. A future companion Guide will provide further guidance for researchers who are working with a specific Indigenous Nation or Community in ongoing and future data collection opportunities. Together these resources will inform researchers on how to respect and uphold Indigenous Data Sovereignty and support Indigenous Communities or Nations in exercising their Rights and Sovereignty over their data, using the Local Contexts Hub.

This Guide is also complemented by several appendices, which include:

- 1. <u>The Presentation Slides</u> of the previous webinar the Indigenous Research Team delivered on Registering for the Local Contexts Hub.
- 2. <u>The Can-Peat Data Decision Tree</u>, that helps guide researchers on which Local Contexts Notices they should apply to their Sub Projects and where to apply them.
- 3. <u>A handout for Indigenous Communities</u> who may be interested in using the Local Contexts Hub to generate Labels for their data.
- 4. <u>A Frequently Asked Questions (FAQ) Page</u> that answers common questions about the information and processes listed in the guide.

This Guide was created by the Indigenous Research Team in the Office of the Vice-President, Research & International at the University of Waterloo, in collaboration with the Can-Peat Project team, the WAMPUM Lab at the University of Waterloo, and Local Contexts.

### Territorial Acknowledgement

As most of the Can-Peat Project's management takes place on the University of Waterloo's main campus, we will begin by acknowledging that the main campus is on the traditional territory of the Attawandaron, Anishinaabeg and Haudenosaunee Peoples. Our main campus is situated on the Haldimand Tract, the land promised to the Six Nations that includes six miles on each side of the Grand River. The University's active work toward reconciliation takes place across our campuses through research, learning, teaching, and community building, and is coordinated within the Office of Indigenous Relations (Office of Indigenous Relations, 2024a; Office of Indigenous Relations, 2024b).

We also recognize that research involved in this project will be taking place across what is now known as Canada, in various peatlands, on many different Indigenous Territories. As such, we extend our acknowledgment and gratitude to all Indigenous Nations and Communities in Turtle Island (North America) and beyond, for their connections, care, and stewardship of these lands since time immemorial. We also understand that acknowledgments are only a first step towards creating more inclusive and equitable futures for Indigenous Communities, and we hope that our work with Local Contexts and our project's goals can inform and educate our project team so that Can-Peat can contribute to this future.

### Can-Peat's Indigenous Data Sovereignty Efforts and Goals

There is over 1.13 million km² of peatland area in Canada, accounting for approximately 12% of the land area and representing a quarter of all global peatlands. This makes peatlands a critical part of our landscape as they represent a substantial portion of the country's nature-based carbon stocks (Can-Peat, 2024a). The goal of Can-Peat is to quantify the potential for peatland management in Canada to contribute to nature-based solutions to climate change. This research supports Canada's commitment to reach net-zero emissions by 2050. More on Can-Peat's specific objectives can be found on the <a href="https://example.com/homepage">homepage</a> (Can-Peat, 2024a).

Many of the peatlands in Canada are located in the Lands and Traditional Territories of various Indigenous Nations and Communities. Peatlands have been safeguarded by Indigenous Nations and Communities since time immemorial and they continue to be protected by Indigenous Peoples. The expansive wealth of knowledge and deep relationships that Indigenous Communities hold with peatlands make Indigenous Nations and Communities incredibly important partners in all research on peatland conservation and sustainability. This also makes the inclusion of Indigenous Communities in the Can-Peat Project necessary for its success (Can-Peat, 2024a).

Can-Peat also aims to be inclusive towards Indigenous Peoples and Indigenous Science and will be taking a braided approach to bringing Indigenous and western Knowledges and Practices together to create stronger and richer research. Two of Can-Peat's specific goals are to support environmental data and Indigenous Knowledge in one comprehensive metadata repository (The Canadian Peatland Data Portal), and to empower Indigenous Data Sovereignty (IDS) throughout the creation of the Can-Peat network. More on Can-Peat's Indigenous-focused goals can be found on the <u>Indigenous Science webpage</u> (Can-Peat, 2024b).

### Indigenous Data Sovereignty and Local Contexts

Indigenous Data Sovereignty is the self-governance of all data about Indigenous Peoples, in ways that align with Indigenous Cultures, Traditions and ways of knowing, doing and being. It encompasses Indigenous governance, management, protection, ownership, control, access, collection, and care of Indigenous Data. Indigenous Data includes demographic data, health information, environmental knowledge and geological data, cultural knowledge, practices, and objects, and much more. Indigenous Data Sovereignty is grounded in Indigenous Peoples' Rights to their data and respect and empowerment for Indigenous Nations and Communities (Simon Fraser University Library, 2024).

Local Contexts is a non-profit organization and a global initiative that supports Indigenous communities with tools that can reassert cultural authority in heritage collections and data. They aim to enhance and legitimize locally based decision-making and Indigenous governance frameworks for determining ownership, access, and culturally appropriate conditions for sharing historical, contemporary, and future collections of cultural heritage and Indigenous Data. Local Contexts increases Indigenous involvement in data governance by integrating Indigenous values into data systems. They create effective and recognized pathways for implementing and maintaining Indigenous Data Rights and they provide a platform and an opportunity for ethical relationships and collaborations with stewards of Indigenous collections (Local Contexts, 2024a). Through focusing on Indigenous Cultural and Intellectual Property and Indigenous Data Sovereignty, they help Indigenous Communities repatriate knowledge and gain control over how data is collected, managed, displayed, accessed, and used in the future (Local Contexts, 2024b).

The Local Contexts Hub is a web portal that works in tandem with already existing information/collections management systems and tools. The Local Contexts Hub generates Labels and Notices (with permanent identifiers) so these can be added to already existing catalog and collections management systems (Local Contexts, 2024c). The Notices are tools for institutions and researchers to apply (to websites, publications, datasets, etc.) to identify Indigenous collections and data and recognize Indigenous Rights and interests (Local Contexts, 2024d). Labels are used by Indigenous Communities to express local and specific conditions for sharing and engaging in future research and relationships in ways that are consistent with already existing community rules, governance, and protocols for using, sharing, and circulating knowledge and data (Local Contexts, 2024e).

### Can-Peat, Local Contexts, and this Guide

The Can-Peat team is working with Local Contexts to empower Indigenous Data Sovereignty by identifying Indigenous Data and interests within the Can-Peat research activities, and actively seeking collaboration and engagement with Indigenous Communities in the ongoing stewardship of this data through the use of the Local Contexts Notices. Can-Peat researchers are being asked to register with the Local Contexts Hub, connect with the Can-Peat Source Project, add details about their formal Can-Peat research activities (called Sub Projects in the Hub), and then subsequently download and share the Local Contexts Notices and API in any public-facing websites where references to Indigenous Data are being used (i.e., publications, data depositories, knowledge mobilization efforts, etc.).

This in-depth Guide was created with the intention to help researchers get set up with Local Contexts, add their information to the Hub, and prepare them for respectful engagements with Indigenous Communities, if and where they arise in the various individual Can-Peat activities/Sub Projects. This guide was created by the Indigenous Research Team at the University of Waterloo as a follow up to the Registering for Local Contexts Webinar the team hosted for the Can-Peat Team in April 2024, and the Data Decision Tree that was created in support of carrying Local Contexts Notices throughout the other databases and sites associated with the project's research activities. The Webinar Presentation Slides, as well as the Data Decision Tree, are listed in the Appendices of this Guide, and this Guide is housed on the Can-Peat website. Please reach out to the Can-Peat Team via email (canpeat@uwaterloo.ca) if you have any questions or comments about any of these resources.

## **03 - Data Decision Tree**

This Data Decision Tree was created to help Can-Peat researchers determine how to appropriately apply Local Contexts Notices to their Can-Peat activities (called Sub Projects in the Hub), based on the datasets they are working with. This then informs which projects to register with the Local Contexts Hub, and how to apply the Notices to data/metadata repositories and public-facing websites (e.g., Canadian Peatland Data Portal, FRDR, Borealis, publications, etc.). For more information, please visit the Local Contexts website. For questions, please reach out to <a href="mailto:canpeat@uwaterloo.ca">canpeat@uwaterloo.ca</a>.

#### Do you own and control the dataset you are working with?

Yes

No

(1)

This is a previously collected dataset that may or may not contain Indigenous Data. Historical data collected outside the Can-Peat project can also follow this path.

Create a Sub Project under the Can-Peat Source Project and apply Disclosure Notices to the Sub Project.

This is because all Peatland data collected in Canada is Indigenous Data.
Although we may not know provenance or attribution at this time, the Notices will indicate our openness for Nations and Communities to engage.

(2)

This dataset is currently being collected/will be collected and there is active collaboration with an Indigenous Nation or Community.

#### Required Step (A)

Share information and the opportunity to sign up with Local Contexts with the Indigenous Nation or Community. <u>See Appendix Item #3</u>

Indigenous Community Handout.

#### Required Step (B)

Create a Sub Project under the Can-Peat Source Project and apply Notices to the Sub Project(s).

Please note the Can-Peat Source Project uses an umbrella Engagement Notice (Open to Collaborate), but Sub Projects should use Disclosure Notices (BC, AI, and TK Notices, as applicable).

#### Required Step (C)

Obtain the explicit permission of the Indigenous Nation or Community to proceed in data sharing and uploading to an data repository. Only then can...

No Local Contexts Notices should be applied.

Link to dataset can be recorded in the Canadian Peatland Data Portal (Can-Peat's Metadata Repository).

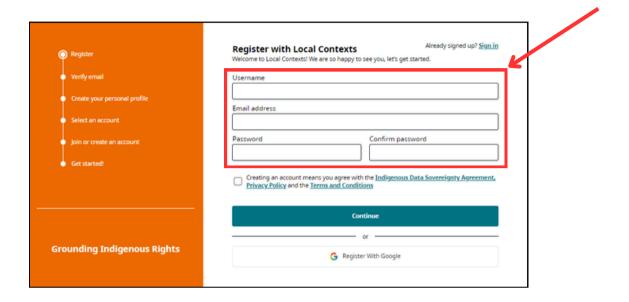
Data and accompanying Notices can be uploaded to other data repositories as applicable (e.g., FRDR, Borealis, etc.) with careful consideration of a Creative Commons license, if required by the repository.

Data and accompanying Notices can be recorded in the Canadian Peatland Data Portal (Can-Peat's Metadata Repository).

Data and accompanying Notices can be added in public-facing websites where references to Indigenous Data are being used (i.e., publications, data depositories, knowledge mobilization efforts, etc.).

# 04 - Register with the Hub

### Step #1 - Register

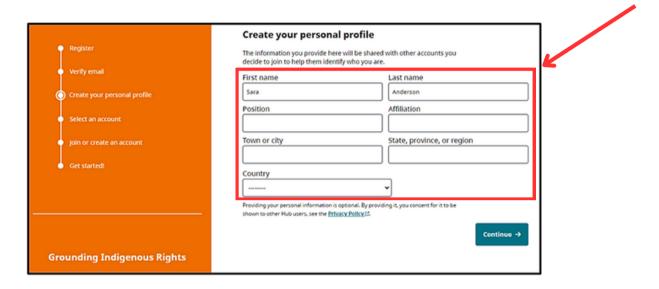


- Getting started with Local Contexts Hub begins with registering your email. Please click on the hyperlink below to enter your email and create a username and password.
  - https://localcontextsHub.org/register/
  - Please note: There is a Local Contexts Sandbox site and the formal Hub. The
    registration and sign up pages look very similar, so please double check your
    hyperlink to ensure that you and your team are registering for the formal Local
    Contexts Hub.
- Please make sure to read and agree to (1) the Terms and Conditions, (2) the Privacy Policy, and (3) the Indigenous Data Sovereignty Agreement before continuing.

### Step #2 - Verify your Email

- You will then receive an email from Local Contexts confirming your registration. Please click on the link in the email from <a href="mailto:no-reply@localcontextshub.org">no-reply@localcontextshub.org</a> to log in to your newly created Local Contexts Hub profile.
  - Please check your spam or junk folder if you cannot find the email in your primary inbox.

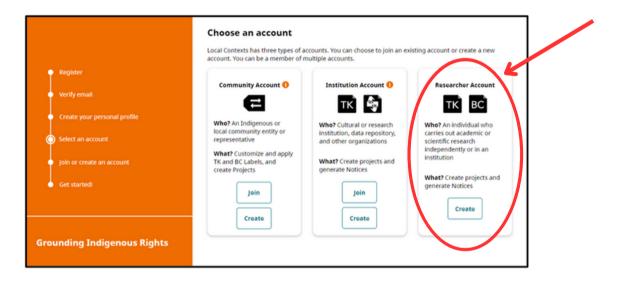
### Step #1 - Add your Information



- Your Hub profile can help other people on the Hub get to know you when you decide to join an account or collaborate on a Project on the Hub.
- Once you log in with your email, username, and password, you will be directed to create your personal profile (or you can click the "Edit Profile" button on your dashboard) and begin to enter your information, such as:
  - Your first and last name
  - Your job title or community role
  - Any languages spoken
  - Your institutional affiliation(s)
    - Please note: In the profile creation process, "Affiliations" is a free text field to add Tribal/Nation affiliation(s) as well as institutional affiliation(s). Any individual user can also join multiple accounts — including multiple community and institution accounts, alongside having a researcher account. This can be done through the <u>Registry</u> or creating additional accounts from the home dashboard page.

# 06 - Create your Researcher Account

### Step #1 - Choose a Researcher Account



- Now that you have created your profile, you can select your account type. Please note that you must create a profile to be able to choose an account. Accounts are workspaces created specifically for an entity or person. An account enables the development, collaboration, and management of Local Contexts Labels, Notices, and Projects. You should join or create accounts for communities and institutions that you are already affiliated with. You can be a member of multiple accounts and account types. There are three account types:
  - <u>A Community Account.</u> This type of account is for Indigenous Community entities or representatives. Community accounts customize Labels.
  - An Institution Account. This type of account is for cultural and research institutions and data repositories. This includes archives, libraries, museums, historical societies, galleries, data repositories, universities, and other organizations. Institution accounts generate Notices.
  - A Researcher Account. This type of account is for an individual who carries out academic or scientific research independently or in an institution. Researcher accounts are very similar to institution accounts but only have one member, the account creator. Researchers can apply Notices to Local Contexts Projects that document particular data or research you may have conducted.

# 06 - Create your Researcher Account

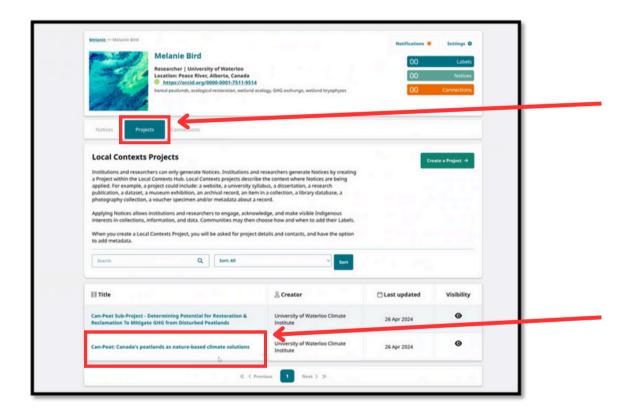
### Step #1 - Choose a Researcher Account ... continued

- If you are part of a lab/team and have multiple students with access to your datasets, please reach out to the Can-Peat team via email (canpeat@uwaterloo.ca) for additional guidance on account structures.
- For the purposes of Can-Peat research, we ask you to please create your own researcher account.
- Please notify the Can-Peat team via email (<u>canpeat@uwaterloo.ca</u>) about your account creation to be able to continue to the next steps.
- We encourage you to connect your Open Researcher and Contributor ID (ORCID)
  account. An ORCID is a persistent digital identifier that you own and control that
  distinguishes you from other researchers. By connecting your ORCID to the Local
  Contexts Hub, your ORCID will be associated with Profile.
- Please find more detailed information on Local Contexts' <u>Getting Started</u> webpage.

# 07 - Join the Can-Peat Project

### Step #1 - Join the Can-Peat Source Project

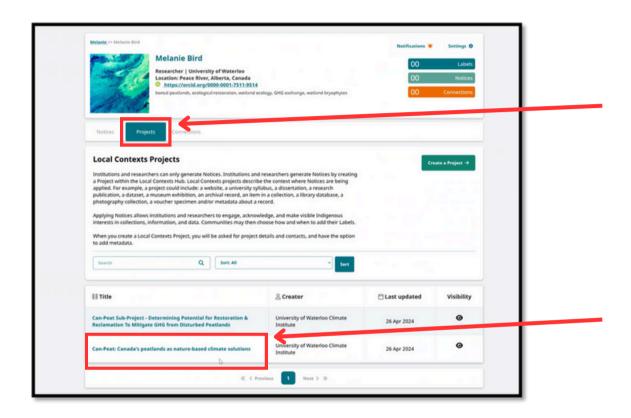
- After you have notified the Can-Peat team of the account creation, you will be invited to join the Can-Peat Project (or Source Project) in the Hub as a contributor.
- Now, after you log in, you should see your researcher account on the home page. Click on the "View Account" button.



Now you should be in your researcher account home page. Please see upper section of screenshot above. From there, you should be able to see three main tabs underneath your profile photo, on the left-hand side of the webpage, these would be (1) "Notices", (2) "Projects", and (3) "Connections". Click the "Projects" tab.

# 07 - Join the Can-Peat Project

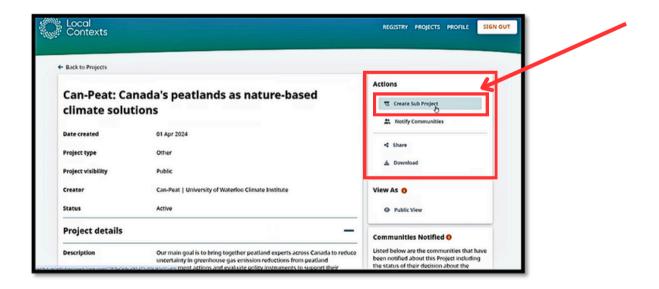
### Step #1 - Join the Can-Peat Source Project...continued



- From the "Projects" page, you will be able to see all Projects and Sub Projects that you are associated with. Please see lower section of screenshot above.
- If you notified the Can-Peat team after you made your research account, and you received the invitation to join the Can-Peat Project, you should be able to see the "Can-Peat: Canada's Peatlands as nature-based climate solutions" Project appear below.
- If you can see the Project here, click the hyperlinked title on the webpage to go into the Can-Peat Project's webpage.
- If you cannot see the Project here, please reach out to the Can-Peat team via email (<u>canpeat@uwaterloo.ca</u>).

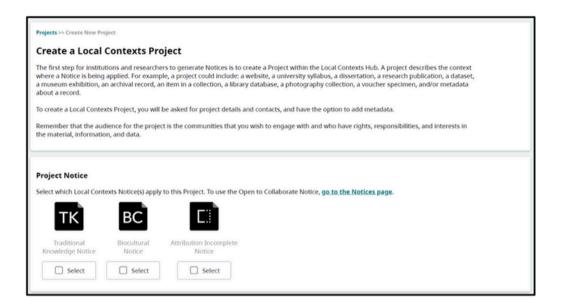
### Step #1 - Create a Sub Project

- Important Notes:
  - We encourage the lead researcher on the Can-Peat activity to create the Sub Project in the Hub. In many cases, this will be a student or postdoctoral fellow leading the research activity. Please talk to your supervisor or the Can-Peat team if you are not sure who should create the Sub Project.
  - If you have access and control over historical peatland data or datasets that were collected outside of formal Can-Peat research activities which you plan to submit to a data repository, you can choose to use the Local Contexts Hub and connect it to the Can-Peat Project as a Sub Project.
- From the Can-Peat Project's webpage, you should be able to see a small box in the top right-hand side of the page titled "Actions". The first option in that box reads "Create Sub Project". Click the "Create Sub Project" button.



• This will then open the "Project Creation" page. Please see screenshot below.

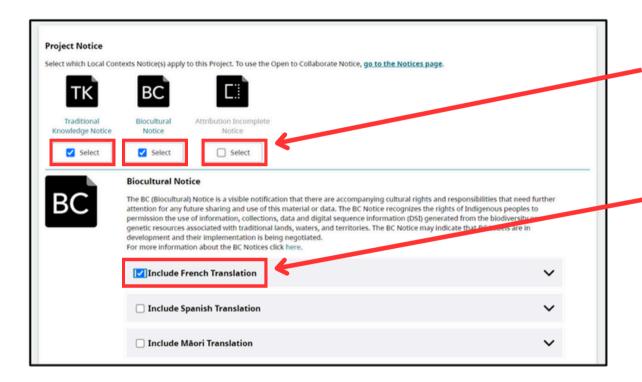
### Step #1 - Create a Sub Project ... continued



- This page will have five (5) main sections: (1) "Project Notice", (2) "Project Information", (3) "Project Contacts", (4) "Optional Project Information", and (5) "Visibility". We will walk through these sections one by one together.
- Beginning with (1) "Project Notice", this section will ask you what kind of Notice(s) you will be applying to your Sub Project.
- Here, we ask that you select the Biocultural (BC) Notice and the Attribution Incomplete Notice, unless the provenance and Indigenous Community or Nation is known. The Traditional Knowledge (TK) Notice may be applied if the dataset or collection contains cultural heritage data.
  - Please note that selection of Notices does not limit which type of Labels can be applied, if an Indigenous Community or Nation chooses to apply Labels.
  - For more information about the Local Contexts Notices, please see the Local Contexts Notices webpage.
- Once you select which Notices are to be applied to your Sub Project, a description for each Notice will appear.

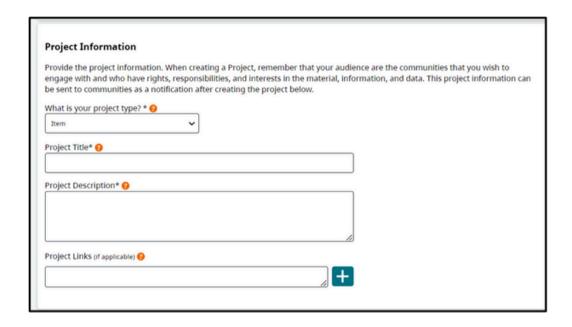
### Step #1 - Create a Sub Project ... continued

• When applying relevant Notices, please be sure to select the checkbox that includes the French translation.

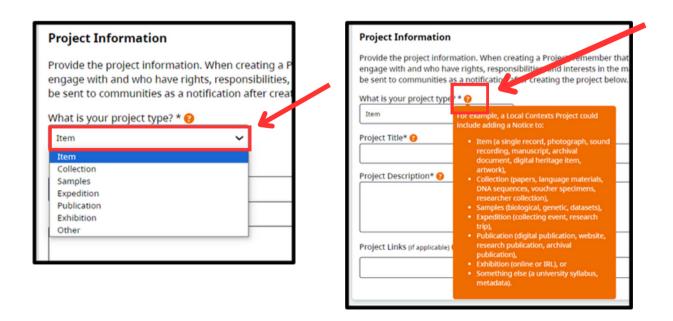


- Next (2) "Project Information":
- Please be mindful that your audience members here are the Indigenous Nations and Communities that you wish to engage with and who have rights, responsibilities, and interests in the material, information, and data.

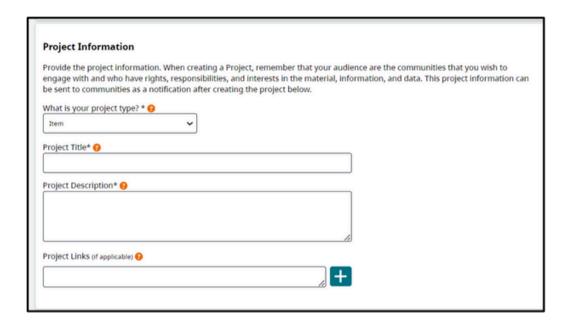
### Step #1 - Create a Sub Project ... continued



• For "Project Type", Local Contexts currently offers 7 project types that appear in a drop-down menu when you click on the textbox with the small arrow. They also provide further descriptions of these set project types, you can view them by hovering over the orange question mark bubble next to the question. Please see screenshots below.

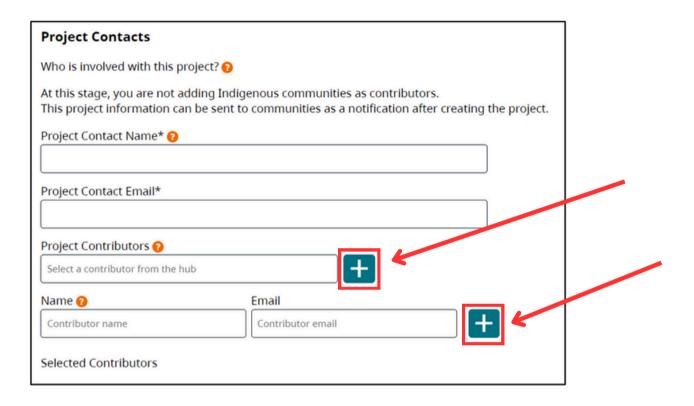


### Step #1 - Create a Sub Project ... continued



- For "Project Title", as this is the creation of a Can-Peat Sub Project, we ask that you please start your Project title with "Can-Peat Sub Project" then enter in the full name of your Project. This becomes helpful when managing and viewing everything attached and linked to the Can-Peat Source Project. Please be sure to enter the full name of your Project. If there is not enough space in the Project Title box, please provide the full name in the Project Description box.
  - Although the official Project titles in the Can-Peat activities and agreements include numbers, those activity numbers are not needed here.
- For "Project Description", please enter a brief description, remembering that Indigenous Communities are the audience members.
- For "Project Links", this is where you can add any links to webpages about your Project. The Can-Peat team requests that researchers link the sites containing their Project descriptions that match the links on the Can-Peat website.

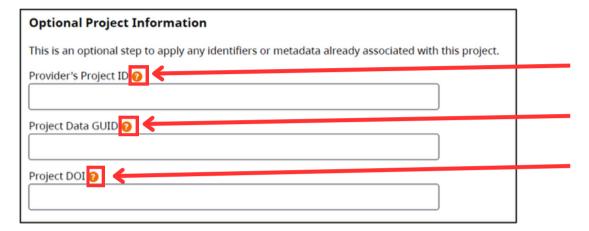
### Step #1 - Create a Sub-Project ... continued



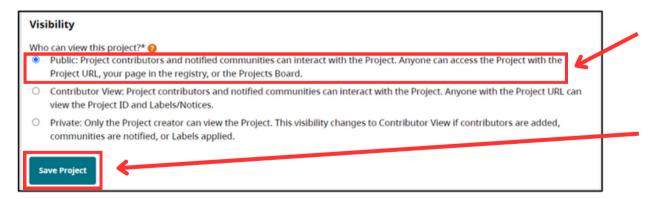
- For "Project Contacts", please be mindful that whoever is listed here will be receiving notifications and possibly emails from Indigenous Nations or Communities trying to connect to the data. Please list the main point of contact or Project PI here.
- For "Project Contributors", here you will need to start by adding the Project PI again. Then you can also add any collaborators (e.g., co-investigators, graduate students, postdoctoral fellows, research assistants, etc.) that may have been involved. You can do this by clicking the blue plus sign button. Please see screenshot above.
- If they are already registered with the Local Contexts Hub and they have a researcher
  account, you should be able to find and select them by typing their name in or using
  the drop-down list that will appear in the "Project Contributors" box. If they are not
  registered, you can add in their names and emails individually.

### Step #1 - Create a Sub Project ... continued

• Next, (4) "Optional Project Information":



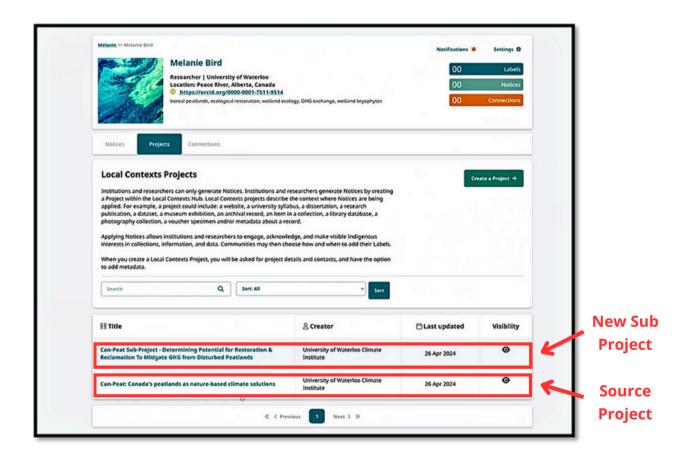
- As the title mentions, this step is optional, but if you have information you would like to add here, please do so. If you need more information about the options listed here, remember that you can hover over the orange question marks for more information. Please see screenshot above.
- Lastly, (5) "Visibility":



- Please select the "Public" here, so that anyone in the Local Contexts Hub will be able to see your Sub Project.
- To complete this process and save all this information to your Sub Project, please click the "Save Project" button.

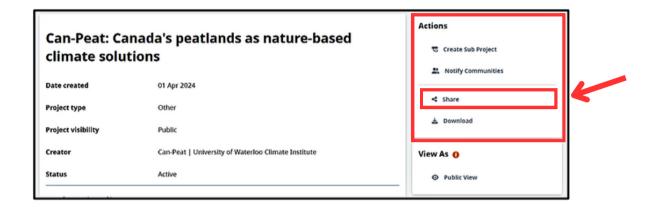
### Step #1 - Sharing Your Sub Project and Related Notices

• After entering all your information about your Sub Project, the webpage should update and show the new Sub Project listed under your Projects, in the "Projects" tab. Please see screenshot below.

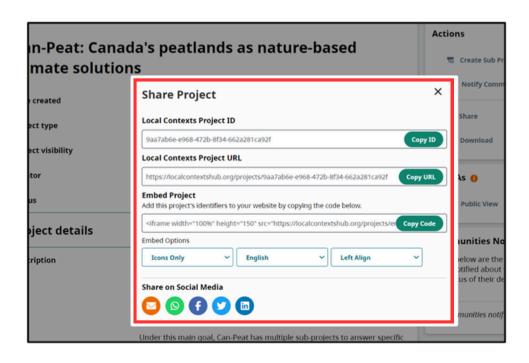


- It is important to note here that while anyone can <u>view</u> the Sub Project and download the Notices from it, the only one who can <u>edit</u> the Sub Project information is the person who created the Sub Project, working in the same account they created it from.
- Sharing your Sub Project:
  - To do this, click the hyperlinked title of the Project, that should open the Project page.

# Step #1 - Sharing Your Sub Project and Related Notices ...continued

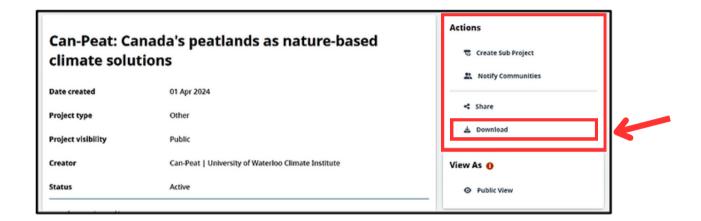


- From there, you should be able to see a small box in the top, right-hand side of the page titled "Actions". The third option within that box reads "Share". Click the "Share" button. Please see screenshot above.
- This will open a new pop-up window that displays all your options for sharing your Project. Please see screenshot below.

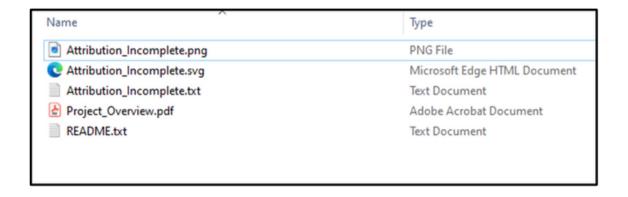


### Step #2 - Downloading the Notices

- As mentioned above, anyone can download the Notices from the Sub Project.
- To do this, return back to your Project's page, see the "Actions" box, and navigate to the fourth option within that box that reads "Download". Click the "Download" button. Please see screenshot below.



- Clicking this button will automatically download information about the Sub Project and should open the downloaded files on your computer. Please see screenshot below.
- You should be able to see (1) any Notices you have identified for your Sub Project, (2) a
  Project overview document that lists all the information you've entered about the
  Project, and (3) a README file that has some information about what came with the
  download.

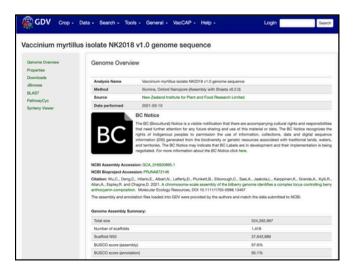


### Step #3 - Applying the Notices



• Attribution Incomplete Notice

- You can then take the downloaded images (PNG file(s)) of the Notices and add them to your Project's website, the Can-Peat Metadata Repository that is now named "The Canadian Peatland Data Portal", or other data repositories as applicable (e.g., FRDR, Borealis, etc.). Please be sure to also include this information in any README files.
- If the data repositories will not allow images to be uploaded, please add your Local Contexts Sub Project URL (available by clicking the 'share' button on your Project page) to an applicable section for additional links in the metadata records in other data repositories (e.g., FRDR, Borealis, etc.). Please be sure to also include this information in any README files.
- For example, in the <u>Database of Genomic Variants</u>, we see a Local Contexts Biocultural Notice added into the Genome Overview of a particular entry. Please see the screenshot below.



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### Step #3 - Applying the Notices ... continued

- Please note that:
  - The text, icons, and titles for the Notices cannot be changed.
  - The only changes that can be made to the descriptive text is replacing the placeholder "our institution" with the name of the institution or an individual researcher's name.
  - The Notices are intended to be displayed prominently on public-facing institutional websites, on digital collections pages, and or in finding aids.
  - When displaying the Notices, the title, icon, and text must all be displayed.
  - The Notices should be applied at a metadata field level.
- More detailed information about displaying the Notices can be found in Local Contexts' <u>Engagement and Disclosure Notices Usage and Style Guides</u>.
- A note on the Local Contexts Hub API:
  - The Local Contexts Hub API's purpose is to fetch the details, Labels, and/or Notices associated with a particular Local Contexts Hub Project via a GET request. GET is used to retrieve and request data from a specified resource in a server.
  - When you create a Project in the Local Contexts Hub, it will automatically be
    assigned a randomly generated 36 alphanumeric unique identifier to the unique\_id
    field in the following format: 8-4-4-4-12, where each of the numbers represents the
    number of randomized alphanumerics (hyphens are constant) with all letters
    always being lowercase. Here are some examples of what this ID would look like:
    - 2303177e-ff5c-11eb-9a03-0242ac130003
    - acef9b22-5a8d-4536-a624-fe3f68d140d4
    - d03cce00-9e36-4ad1-98bc-1abaf1e0e983
  - Using the Project's unique ID, you will be able to use the Hub API to fetch Project details. For more details about the Hub API, see the <u>API Implementation Guide or</u> the API documentation.

## 10 - Guide Conclusion

# Supporting Indigenous Data Sovereignty beyond the Can-Peat Project

Thank you for using this Guide. We hope that the Guide has been helpful in assisting you to register for the Local Contexts Hub and generate Notices for widespread use.

We encourage you to think about other ways to uphold Indigenous Data Sovereignty in the research activities undertaken outside of the context of the Can-Peat Project.

Please reach out to the Can-Peat team via email (<u>canpeat@uwaterloo.ca</u>) if you have any questions or comments about any of these resources.

#### **Attribution Incomplete Notices**

The Attribution Incomplete Notice is attached to a collection or at an item level where there is incomplete, inaccurate, or missing attribution. This Notice indicates to the public that the record and/or metadata is incomplete. Visibly identifying missing attribution within collections is the first step towards correcting existing attribution to include: contributors, collaborators, other authors and/or communities of origin. The Attribution Incomplete Notice is an Engagement Notice, and is a visible digital identifier applied by researchers or institutional/repository staff. These Notices may be applied to Can-Peat Sub Projects (Local Contexts, 2024d).

#### **Biocultural (BC) Notices**

The Biocultural (BC Notice) recognizes the rights of Indigenous peoples to define the use of information, collections, data and digital sequence information generated from the biodiversity and genetic resources associated with their traditional lands, waters, and territories. The BC Notice is a Disclosure Notice, and is a visible digital identifier applied by researchers or institutional/repository staff. These Notices will always be applied to all Can-Peat Sub Projects (Local Contexts, 2024d).

#### **Collections Care Notices**

The Collections Care Notices are used to recognize the cultural protocols that govern the care, display, and access to cultural materials. In the context of the Can-Peat Project, these notices will not be applied (Local Contexts, 2024d).

#### **Collective Rights**

Collective rights refer to rights that are held by a group as a whole, rather than individually by its members. In Canada, Indigenous Peoples, Nations, and Communities have rights that are recognized collectively (i.e., in the Constitution Act, 1982 recognizes "aboriginal rights and include Indian, Inuit, and Métis peoples of Canada" as rights-bearing collectives) and rights as individual people (i.e., individual rights holders) (Government of Canada, 1982).

#### **Community Account**

A Community Account is a type of account in the Local Contexts Hub that is for Indigenous Community entities or representatives (Local Contexts, 2024h).

#### **Disclosure Notices**

The Disclosure Notices are used to identify Indigenous collections and data and to recognize there could be accompanying cultural rights, protocols, and responsibilities (Local Contexts, 2024d).

#### **Engagement Notices**

The Engagement Notice is used to indicate a researcher or institution is committed to equitable engagement and ethical partnerships with Indigenous Communities (Local Contexts, 2024d).

#### **Indigenous**

The term Indigenous is used by the United Nations to describe groups of people who maintain historical continuity with pre-colonial societies, and who consideration themselves distinct from other societies that became dominant through conquest, occupation, settlement, or other means. In Canada, the term is used to collectively describe Inuit, First Nations, and Métis. While the term Indigenous has become more commonly used around the world, it is contested by some because as a collective term it does not acknowledge the unique identities or distinct rights of First Nations, Inuit and Métis Peoples (Canadian Geographic, 2018; Office of Indigenous Relations, 2024c).

#### **Indigenous Data**

Indigenous Data is any data, information, and knowledge, in any format, that impacts Indigenous Peoples, Nations, and Communities at the collective and individual levels. This includes:

- Data about Indigenous Resources and Environments (land, water, geology, titles, air, soil, sacred sites, territories, plants, animals, etc.)
- Data about Indigenous Peoples as Individuals (administrative, legal, health, social, commercial, corporate, services, demographics, etc.)
- Data about Indigenous Peoples as Collectives Nations, Peoples, and Communities (traditional and cultural information, archives, oral histories, literature, ancestral and clan knowledge, stories, belongings, etc.)

(U.S. Indigenous Data Sovereignty Network, n.d.)

#### **Indigenous Data Sovereignty**

Indigenous Data Sovereignty is defined as the right of Indigenous Peoples, Nations, and Communities to govern the collection, ownership, and application of data that derive from them, and which pertain to their members, knowledge systems, customs, or territories and resources. Indigenous Data Sovereignty is supported by Indigenous Peoples' inherent rights of self-determination and governance over their peoples, territories, and resources. Indigenous Data Sovereignty recognizes that data are a strategic resource and provides a framework for the ethical use of these data to advance collective Indigenous well-being and self-determination (The International Work Group for Indigenous Affairs, 2021; First Nations Information Governance Centre, 2016; Kukutai & Taylor ,2016; Snipp, 2016).

#### **Indigenous Peoples, Nations, and Communities**

These terms describe the collective nature of groups of Indigenous people, and are often used interchangeably, but have some distinctions, and can be used in different contexts.

Indigenous Peoples, often applied at a global scale (e.g., the United Nations Declaration on the Rights of Indigenous Peoples) and national scale in Canada, refers to groups of people who maintain historical continuity with pre-colonial societies, and who consideration themselves distinct from other societies that became dominant through conquest, occupation, settlement, or other means (see "Indigenous" above).

The term Indigenous Nations has become widely accepted by Indigenous Peoples in the Canadian context to describe separate Indigenous groups whose members share laws and language as political entities (i.e. Six Nations of the Grand River, the Métis Nation of Alberta, or Bigstone Cree Nation) (Younging, 2018).

A community is a group of people with a shared identity or interest that has the capacity to act or express itself as a collective. A community may be territorial, organizational, or a community of interest (Government of Canada, 2022). Indigenous Communities (with a capital 'C') is used as a formal alternative term to describe an Indigenous group bearing collective rights. It is often applied to Inuit in Canada, as Inuit do not ascribe to the concept of nationhood (Canadian Geographic, 2018). An Indigenous community (with a lowercase 'c') can also refer to groups of Indigenous People living in a similar region, or belonging to a particular organization, or being part of a community of interest, who are not rights-bearing collectives (i.e., the KW urban Indigenous community or the Indigenous community at UWaterloo).

Together, the use of the phrase Indigenous Peoples, Nations, and Communities attempts to capture the wide variety of Indigenous groups living in Canada today.

#### **Indigenous Rights**

Broadly speaking, Indigenous rights are inherent, collective rights that flow from the original occupation of the land that is now Canada, and from social and legal orders created before the arrival of Europeans to North America. For many, the concept of Indigenous rights can be summed up as the right to independence through self-determination regarding governance, land, resources and culture. Indigenous rights are affirmed through treaties, the *United Nations Declaration on the Rights of Indigenous Peoples*, and now in Canadian law (The Canadian Encyclopedia, 2019).

#### **Institution Account**

This type of account in the Local Contexts Hub is for cultural and research institutions and data repositories. This includes archives, libraries, museums, historical societies, galleries, data repositories, universities, and other organizations. Institution accounts generate Notices (Local Contexts, 2024g).

#### **Local Contexts - Hub**

The Local Contexts Hub is a website that facilitates the use of the Local Contexts Labels and Notices. A Community can use the Hub to customize and assign their Labels to be used internally or shared with others. An institution or researcher can use the Hub to generate and apply Notices and notify communities. The Hub works in tandem with already existing information/collections management systems and tools. The Hub generates Labels and Notices (with permanent identifiers) so these can be added to already existing catalog and collections management systems (Local Contexts, 2024c).

#### **Local Contexts - Labels**

The Traditional Knowledge (TK) and Biocultural (BC) Labels are tools for Indigenous Communities and local organizations. Developed through sustained partnership and testing within Indigenous Communities across multiple countries, the Labels allow communities to express local and specific conditions for sharing and engaging in future research and relationships in ways that are consistent with already existing community rules, governance, and protocols for using, sharing, and circulating knowledge and data. Labels can be applied to websites, publications, datasets, museum exhibitions, items in a collection, genetic samples, and more (Local Contexts, 2024e).

#### **Local Contexts - Notices**

The Notices are tools for institutions and researchers to identify Indigenous collections and data and recognize Indigenous rights and interests. The Notices were developed to create pathways for partnership, collaboration, and support of Indigenous cultural authority. Notices can be applied to websites, publications, datasets, museum exhibitions, items in a collection, genetic samples, and more. Institutions and researchers can generate Notices using the Local Contexts Hub. There are three categories of Notices: <a href="Engagement, Disclosure">Engagement</a>, and <a href="Collections Care Notices">Collections Care Notices</a> (Local Contexts, 2024d).

#### **Local Contexts - Sandbox Site**

A replica of the Hub where users can explore different parts of the platform and learn how to use it before joining the main Hub (Local Contexts, 2024g).

#### **Researcher Account**

This type of account in the Local Contexts Hub is for an individual who carries out academic or scientific research independently or in an institution. Researcher accounts are very similar to institution accounts but only have one member, the account creator. Researchers can apply Notices to Local Contexts Projects that document particular data or datasets or research that has been conducted (Local Contexts, 2024g).

#### **Source Project**

A Project in the Hub that is the umbrella Project for all potential related and linked Sub Project activities. The Can-Peat Source Project is entitled: "Can-Peat: Canada's Peatlands as nature-based climate solutions" and has the following Local Contexts Project ID: 9aa7ab6e-e968-472b-8f34-662a281ca92f (Local Contexts, 2024g).

#### **Sub Project**

A Sub Project is a Project that is related and therefore linked to a source Project in the Local Contexts Hub. All formal Can-Peat Research Activities will be Sub Projects in the Hub. Please start your Project title with "Can-Peat Sub Project" then enter in the full name of your Project to ensure consistency (Local Contexts, 2024g).

#### **Traditional Territory**

Traditional territory — sometimes referred to as Indigenous territory or ancestral territory — describes the ancestral and contemporary connections of Indigenous Peoples to a geographical area. Territories may be defined by kinship ties, occupation (since time immemorial), seasonal travel routes, trade networks, management of resources, and cultural and linguistic connections to place. The definitions and understanding of traditional territory are constantly evolving in both a Canadian legal context and on the basis of kinship ties and relationships between Indigenous Nations. It is challenging, if not impossible, to accurately capture Indigenous worldviews and understandings of ancestral territories within a colonial map framework. It is possible for multiple Nations and Communities to have similar traditional territories. In the context of the Can-Peat project, all peatlands are located on traditional territories of Indigenous Peoples, Nations, and Communities and therefore will have Notices applied (The Canadian Encyclopedia, 2016).

#### **Traditional Knowledge (TK) Notice**

The Traditional Knowledge (TK) Notice is a visible digital identifier applied by researchers or institutional/repository staff. The TK Notice recognizes that there could be accompanying cultural rights, protocols, and responsibilities involving Traditional Knowledge that need further attention for future sharing and use of this material. For example, a TK Notice can be used in archives to indicate that there is traditional knowledge embedded in collections. A TK Notice could also be used in publications that draw on Traditional Knowledge. In the Can-Peat context the TK Notice will not be applied to Sub Projects with historical or already collected data or datasets, unless it has been clearly identified (Local Contexts, 2024d).

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### <u>Can-Peat - Local Contexts Guide - IRT Webinar</u> <u>Presentation Slides</u>

The Indigenous Research Team (IRT) at the University of Waterloo a hosted a Webinar on Registering for Local Contexts for the Can-Peat Team in April 2024. Please find the link to the IRT Webinar Presentation Slides below.

• IRT Webinar Presentation Slides

Please contact the Can-Peat team (<u>canpeat@uwaterloo.ca</u>) if you have any questions, comments, or trouble accessing this resource.

### <u>Can-Peat - Local Contexts Guide - Data Decision Tree</u>

This Data Decision Tree was created to help Can-Peat researchers determine how to appropriately apply Local Contexts Notices to their Can-Peat activities (called Sub Projects in the Hub), based on the datasets they are working with. This then informs which projects to register with the Local Contexts Hub, and how to apply the Notices to data/metadata repositories and public-facing websites (e.g., Canadian Peatland Data Portal, FRDR, Borealis, publications, etc.). For more information, please visit the <u>Local Contexts</u> website. For questions, please reach out to <u>canpeat@uwaterloo.ca</u>.

#### Do you own and control the dataset you are working with?

Yes

No

(1)

This is a previously collected dataset that may or may not contain Indigenous Data. Historical data collected outside the Can-Peat project can also follow this path.

Create a Sub Project under the Can-Peat Source Project and apply Disclosure Notices to the Sub Project.

This is because all Peatland data collected in Canada is Indigenous Data.
Although we may not know provenance or attribution at this time, the Notices will indicate our openness for Nations and Communities to engage.

(2)

This dataset is currently being collected/will be collected and there is active collaboration with an Indigenous Nation or Community.

#### Required Step (A)

Share information and the opportunity to sign up with Local Contexts with the Indigenous Nation or Community. <u>See Appendix Item #3</u>

Indigenous Community Handout.

#### Required Step (B)

Create a Sub Project under the Can-Peat Source Project and apply Notices to the Sub Project(s).

Please note the Can-Peat Source Project uses an umbrella Engagement Notice (Open to Collaborate), but Sub Projects should use Disclosure Notices (BC, AI, and TK Notices, as applicable).

#### Required Step (C)

Obtain the explicit permission of the Indigenous Nation or Community to proceed in data sharing and uploading to an data repository. Only then can...

No Local Contexts Notices should be applied.

Link to dataset can be recorded in the Canadian Peatland Data Portal (Can-Peat's Metadata Repository).

Data and accompanying Notices can be uploaded to other data repositories as applicable (e.g., FRDR, Borealis, etc.) with careful consideration of a Creative Commons license, if required by the repository.

Data and accompanying Notices can be recorded in the Canadian Peatland Data Portal (Can-Peat's Metadata Repository).

Data and accompanying Notices can be added in public-facing websites where references to Indigenous Data are being used (i.e., publications, data depositories, knowledge mobilization efforts, etc.).

### <u> Can-Peat - Local Contexts Guide - Indigenous Community</u> <u>Collaborators Handout</u>



#### **About Local Contexts**

• Local Contexts is non-profit organization that supports Indigenous communities with tools to manage their intellectual and cultural property, cultural heritage, environmental data, and genetic resources. A Local Contexts introduction video as well as a few short films about their community impacts can be found on their Films webpage.

#### **About the Local Contexts Hub**

The Local Contexts Hub is a web portal that works in tandem with already existing
information/collections management systems and tools. The Local Contexts Hub generates Labels
(with permanent identifiers) so these can be added to already existing catalog and collections
management systems. Labels are used by Indigenous Nations and Communities to express local
and specific conditions for sharing and engaging in future research and relationships in ways that
are consistent with already existing community rules, governance, and protocols for using, sharing,
and circulating knowledge and data.

#### How is Local Contexts relevant and helpful for Indigenous Nations & Communities

- Local Contexts enhances locally based decision-making and Indigenous governance frameworks for determining ownership, access, and culturally appropriate conditions for sharing historical, contemporary, and future collections of cultural heritage and Indigenous data
- Local Contexts increases Indigenous involvement in data governance through the integration of Indigenous values into data systems and promotes new standards of respect by embedding Indigenous rules and protocols into digital infrastructures like catalog records, content management systems, and within data repositories.
- Indigenous communities can utilize the Local Contexts Labels to define attribution, access, and use rights for their intellectual and cultural property, cultural heritage, environmental data, and genetic resources. By establishing Indigenous cultural authority, the Labels clarify Indigenous and local community rights, interests, and relationships to collections and/or data.

#### To Learn More About Local Contexts

- The Local Contexts website contains information on how Indigenous Nations and Communities can join the Hub and begin applying Labels to data collections. Please visit the Members, Subscribers, and Service Providers section of the website for more information.
- You can also subscribe to the <u>Local Contexts Newsletter</u> or contact them via email at <u>support@localcontexts.org.</u>
- You can also refer to their <u>Frequently Asked Questions (FAQ) Page</u>.

### <u>Can-Peat - Local Contexts Guide - Indigenous Community</u> <u>Collaborators Handout</u>





#### **About The Can-Peat Project**

- Peatlands are wetland ecosystems that have accumulated an organic layer at least 40 cm thick in their soils, and are a critical part of our landscape and represent a substantial portion of the country's nature-based carbon stocks. The goal of Can-Peat Project is to quantify the potential for peatland management in Canada to contribute to nature-based solutions to climate change. The project brings together peatland experts from across Canada to reduce uncertainty in GHG emission reductions from peatland management actions and evaluate policy instruments to support their implementation. To learn more about the project, please visit the <u>Can-Peat</u> Website.
- Can-Peat's Local Contexts Notices
  - Can-Peat lists the Open to Collaboration, Attribution Incomplete and Biocultural Notices
  - Our research team is committed to the development of new modes of collaboration, engagement, and partnership with Indigenous Peoples for the care and stewardship of past and future heritage collections. For more information about this Notice, visit <u>localcontexts.org</u>.

#### Can-Peat's Indigenous Data Soverighty Efforts and Goals

Can-Peat aims to be inclusive towards Indigenous Peoples and Indigenous Science and will be
taking a braided approach to bringing Indigenous and western Knowledges and Practices together
to create stronger and richer research. Two of Can-Peat's specific goals are to support
environmental data and Indigenous Knowledge in one comprehensive metadata repository (The
Canadian Peatland Data Portal), and to empower Indigenous Data Sovereignty throughout the
creation of the Can-Peat network. More on Can-Peat's Indigenous-focused goals can be found on
the Indigenous Science webpage.

#### How to get in touch with the Can-Peat Team

- In addition to research activities, the <u>Can-Peat Network</u> brings together peatland experts to advance our understandings of the potential of peatlands as nature-based solutions and support the responsible use and restoration of peatlands. The network builds peer relationships and provides a platform for sharing research findings, management practices, events, job opportunities, etc. The network is open to researchers, students, land managers, industry, all levels of government, Indigenous governments and communities, and others who are interested in Canadian peatland management and research.
- To become a member, please reach out to the Can-Peat Team via email at <a href="mailto:canpeat@uwaterloo.ca">canpeat@uwaterloo.ca</a>.
- There is also a Can-Peat Newsletter, which you can view online by visiting the <u>Can-Peat's Newsletter</u> webpage, or you can subscribe by visiting the <u>Can-Peat Network</u> webpage.

### <u> Can-Peat - Local Contexts Guide - Frequently Asked</u> <u>Questions (FAQ) Page</u>

For additional FAQs, please see **Local Contexts' FAQ** webpage.

#### Q: Is Local Contexts a data repository?

The Local Contexts Hub is <u>not</u> a data repository. Through the creation of a Project or Sub Project, the Local Contexts Hub provides a means of generating and distributing Notices that can be used in metadata files attached to data or a dataset that identify Indigenous interests in the data, and allow Indigenous Nations and Communities to apply Labels to their data.

#### Q: How can Local Contexts Notices be used in my research?

The Local Contexts Notices are specifically for archives, museums, libraries, universities, and data repositories that are engaging in processes of collaboration and trust building with Indigenous and other marginalized communities who have been excluded and written out of the record through colonial processes of documentation and record keeping. These Notices are useful to communities because they communicate in what capacity institutions are willing to work with Indigenous and local communities. The Notices also can be added to collections or data where there may be Indigenous Rights and interests, making it easier to identify these materials.

In the context of Can-Peat research activities, all historical peatland datasets that you own and control should use the Local Contexts Notices (most likely the Biocultural (BC) and Attribution Incomplete Notices). Once you have registered for the Local Contexts Hub, and generated a Sub Project underneath the Can-Peat Source Project using the instructions above, you will be able to generate and share Notices. These Notices can then be linked on a project-specific website, in publications and publications using the data, and in the metadata files of a data repository entry, including the Canadian Peatland Data Portal.

Outside of the Can-Peat project, you are welcome to explore using the Local Contexts Hub to generate other Notices to acknowledge that there may be Indigenous interests in the datasets.

#### Q: At what stage of my research should I be applying Local Contexts Notices?

The Local Contexts Notices can be applied at any stage of your research project. Further guidance is forthcoming in a companion guide that offers instructions on how to apply the Local Contexts Notices when you are working directly with a particular Indigenous Nation or Community who would like to use the Labels to assert their sovereignty over the data.

### <u>Can-Peat - Local Contexts Guide - Frequently Asked</u> <u>Questions (FAQ) Page</u>

#### 0: What are the differences between a Notice and a Label?

Labels are for use by Indigenous Nations, Communities and local organizations to clarify their rights and the nature of their relationship to collections or data. Label text can be customized by the Nation or Community and translated.

Notices are for use by researchers and institutions to identify Indigenous Rights and interests. Notices are not customizable.

In many cases, Notices can be a placeholder until a Nation or Community/Communities apply their Labels.

# Q: Can Disclosure Notices (the BC, TK, and Attribution Incomplete Notices) be used without community approval?

Yes. The Notices work to activate researcher and institutional responsibility to identify potential Indigenous Rights and interests.

Decolonial research methodologies insist that Indigenous interests should be addressed and included in any research at the first instance. This means that Indigenous Peoples are more likely to be connected to the research and its results and derive benefits from it in the future. Adding the Notice, as a first step, opens the space for those Rights and interests to be clarified and expanded on by Indigenous Communities over time.

### Q: Once my research Project is linked to the Local Contexts Hub, can I edit the information?

Yes, projects can be edited by the Project creator. While the complete information about a Project will not be available, a record of when edits were made can be found on the Project page under Project Activity. If you wish to retain a record of a Project before editing, you can download the Project PDF under Project Actions.

### <u> Can-Peat - Local Contexts Guide - Frequently Asked</u> <u>Questions (FAQ) Page</u>

#### Q: Where can I learn more about Indigenous Data Sovereignty and best practices?

There are many resources on Indigenous Data Sovereignty. We recommend reviewing the <u>publications</u> list of the Collaboratory for Indigenous Data Sovereignty for books, policy briefs, and articles.

You are also welcome to book a consultation with the Indigenous Research team at <a href="mailto:lndigenous.Research@uwaterloo.ca">lndigenous.Research@uwaterloo.ca</a> (even if you belong to another institution).

#### 0: Where can I find more information about the Canadian Peatland Data Portal?

The Canadian Peatland Data Portal is a metadata repository aimed at improving the findability and accessibility of data about Canadian peatlands. Through this activity, the Can-Peat project is also working to advance Indigenous Data Sovereignty. Development of the Canadian Peatland Data portal will continue throughout the Can-Peat project.

You can find this metadata repository through the Can-Peat website on the <u>Canadian Peatland</u> <u>Data Portal</u> webpage. Feel free to contact the Can-Peat Team at <u>canpeat@uwaterloo.ca</u> for assistance submitting metadata once the repository is active.

#### Q: Where can I learn more about depositing my data in a data repository?

The Can-Peat project encourages all those who manage data collected on peatlands in Canada to make their data available in order to advance our collective knowledge of these ecosystems. We recommend submitting data to the <u>Federated Research Data Repository (FRDR)</u> as it is a curated, general purpose repository open to Canadian researchers in any discipline. However, researchers may choose to submit their data to any open access data repository that best fits their research area.

FRDR has instructions for preparing and uploading your data that can be accessed from the FRDR Help menu.

The Can-Peat project team has also prepared a tutorial, available on the <u>Canadian Peatland</u> <u>Data Portal</u> webpage to guide you through uploading data to FRDR, including suggested standard variable names.

Many institutions support Open Access data by hosting institutional repositories. Your institution's research office or library may be able to provide further support.

# GAN-PFAT

# LOCAL CONTEXTS GUIDE FOR RESEARCHERS

PART 1: WORKING WITH **EXISTING DATA** 







