

SCIENTIFIC JOURNAL SUPPORT PROGRAM

Summary

Competition year :	2019-2020
Deadline (application) :	October 15th, 2018, 4 PM
Amount :	\$20 000 per year
Duration :	4 years
Announcement of results :	April 2019

Do you
have
questions?

Viviane Asselin
Responsable de
programmes
Email : revues.sc
418 643-7582, poste
3290

IMPORTANT NOTICE: The link to the FRQ electronic Portfolio (forms) is available under

Portal access on the website. More details are available in the *About FRQnet* section.

This program refers to the **Common General Rules (CGR)**, which are applicable to all programs of the FRQSC. Only the special terms and conditions applicable to the *Scientific journal support program* are indicated in this document, and these prevail over the **CGR**.

The Fonds uses the **Canadian Common CV** and requires a PDF file of detailed contributions (available in the E-portfolio).

Refer to **Preparing a CV for the Fonds** and **Detailed Contribution attachment to the Canadian common CV** in the program toolbox. Updates to contact information can be made directly in the FRQnet E-portfolio.

ANY APPLICATION THAT IS INCOMPLETE ON THE COMPETITION CLOSING DATE OF OCTOBER 15, 2018 at 4 p.m. WILL BE DEEMED INELIGIBLE BY THE FONDS.

Application deadline: October 15, 2018 at 4 p.m.

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1. PROGRAM OBJECTIVES

The *Scientific journal support program* is intended for French-language journals dedicated to the dissemination of unpublished research results or the mobilization of knowledge in areas covered by the Fonds de recherche du Québec - Société et culture, by:

- promoting publication in the French language;
- providing tangible recognition of the efforts made by scientific journals to increase their outreach and facilitate access to their content;
- adapting the funding to the diverse needs of scientific journals;
- giving priority to the digital publication of scientific journals and open access to their content.

2. ELIGIBILITY REQUIREMENTS

2.1 Applicant eligibility

The applicant must be a University Researcher as defined in the **Common General Rules** (see **CGR**, section *Definitions – Status and Roles*), and must also meet the general eligibility requirements laid out in Section 2 of the **CGR**.

2.2. Stage of development of the journal

The *Scientific journal support program* recognizes two distinct stages of development for journals able to receive funding: Renewal and Operational.

The Renewal stage applies to journals funded by the FRQSC or the SSHRC at the time of application.

The Operational stage applies to journals that have never been funded by the FRQSC or the SSHRC, or those that have been in the past, but did not receive a funding offer under the previous competition.

2.3. Profile of eligible journals

To be eligible, a scientific journal must publish a minimum of 12 scientific articles per year that have been peer reviewed by at least two research experts in the field, for each year covered by the reference period used for the evaluation (see 4.1.1 and 4.1.2). In addition, more than 50% of the scientific articles published during the reference period used for the

evaluation must be written in French. Should this percentage be lower, the evaluation committee will assess the relevance of the arguments provided by the applicants concerning the ratio of French to other languages, in particular in relation to the objectives of the journal and the disciplinary field concerned.

Within the meaning of the program, a scientific journal contributes to the dissemination of knowledge to specialists in the field or in related areas by publishing previously unpublished research results, in accordance with the standards generally accepted by the international scientific community for the writing of scientific articles. A journal with a focus on knowledge mobilization may also publish the results of research that is not necessarily unpublished, but related to cutting-edge research likely to be of interest to a wider readership.

2.4. Journals published jointly with a partner outside Québec

Scientific journals published jointly with a partner outside Québec are eligible. Such journals must meet all eligibility requirements in addition to demonstrating that most of the responsibility for management, evaluation, production, dissemination, etc. lies with the Québec partner. Furthermore, the partners within and outside Québec must sign a memorandum of understanding which is to be included with the funding application.

2.5. Journal governance and operations

The journal is managed by an administrative body and also has a scientific/editorial board that oversees the rigour of the selection process and the scientific quality of published articles.

To be eligible for the program, a journal must also, during the period covered by the requested funding, meet the following requirements:

- be hosted by an **institution of higher learning recognized by the FRQ to manage funding**. If the journal is funded by more than one institution, one of these is designated as the managing institution;

- receive direct or indirect funding from the managing institution.

2.6. Open access

To be eligible for the program, the journal must give an account of its current practices and intentions for the funding period with regard to providing open access to articles.

As specified in the **CGR** (Section 7.4), the Fonds are committed to fostering the widest possible access to the outcomes of the research they fund. Until the adoption of a global policy for the three Fonds, researchers and students are encouraged to choose publication options providing wide access to their research findings. In addition to the Érudit platform, dissemination tools such as institutional repositories are at their disposal.

2.7. Érudit

All journals funded by the FRQSC under this program undertake to make all of their content accessible online through the **ÉRUDIT** publishing platform. To maximize the availability and visibility of the latest publications, the final

version of the issue and articles must be submitted to ÉRUDIT according to their instructions as soon as it is available – i.e., no later than two weeks after the publication of the print version or its dissemination on any other medium or platform.

The **digital processing fee** paid by the Fonds is available in addition to the annual amount of \$ 20,000. These do not have to be included in the budget presented and no quote should be provided with the application.

The Fonds undertakes to maintain the coverage of these fees for the entire period of funding of the journals, for the next 4 years.

Digital processing costs required for publication on the ÉRUDIT website may be an eligible expense covered by the grant.

SSHRC's current grant (***Aid to Scholarly Journals***) includes additional funding of up to \$ 5,000 per year for journals hosted on Canadian not-for-profit digital content delivery platforms. It is strongly suggested to those responsible for Quebec journals wishing to apply at the federal level to ask for this supplement. An estimated cost will be provided by Érudit in a very short time to the researchers who request it and it can be used in the justification of the requested budget to SSHRC.

In case of a double offer, the journals funded by both the FRQSC and SSHRC will be eligible for an additional funding of digital content in addition to the Fonds's offer of processing fees to support provision of articles on Érudit. At the end of the competitions, the FRQSC will communicate with the responsible of the concerned journals in order to indicate them the procedure for obtaining and using this supplement.

3. DESCRIPTION AND DURATION OF FUNDING

3.1. Amount and duration of funding

The basic amount offered under this program is \$20,000 per year for four years, for journals at either stage of development.

3.2. Eligible expenses

With the exception of training awards and scholarships, all expenses listed in Section 8 of the **CGR** are eligible under this program.

Costs associated with a release from teaching duties are eligible upon authorization of the Fonds, which will assess their relevance.

4. APPLICATION PROCESS

It is strongly recommended that all the researchers who apply for this program with the FRQSC to simultaneously submit a similar application at the CRSH.

Applicants must have a user account in order to submit an application. An account can be created from the Fonds website, if this has not already been done. Individuals who have a personal identification number (PIN) have direct access to a FRQnet account and must update their profile in the **E-Portfolio**.

4.1 Electronic form

Applicants must complete the e-form that will be made available in the FRQnet E-Portfolio two months before the competition closing date, and attach the required documents in the sections provided for that purpose.

As indicated in the **CGR** (Section 3.5), the application may be written in English or French. **However, the title and the summary of the journal's activities included in the application must be in French.** The title and summary will be used by the Fonds for promotional and dissemination purposes.

4.2 Required documents to be attached electronically

- the applicant's CANADIAN COMMON CV and a file of Detailed Contributions, a template for which is available in the Toolbox;

- the Satisfaction of Evaluation Criteria file (max. 10 pages, .doc), attached to the "Description du projet ou de la programmation" section

- the Budget Justification file (max. 2 pages, .doc), attached to the "Budget" section;

- a Quantitative Portrait of the Journal (Portrait quantitatif), a template for which is available in the Toolbox, attached to the "Portrait de la revue" section.

Journals that are in the Operational stage, but wish to provide statistics for a longer reference period, can complete and attach the "Quantitative Portrait" file for journals at the Renewal stage. This choice, however, must be explained and justified in the "Satisfaction of Evaluation Criteria file".

In case of problems with the Quantitative Portrait electronic file, please contact us at revues.sc@frq.gouv.qc.ca

In the section "Additional documents"

- a list of external readers—including their host institutions—consulted during the reference period used for the evaluation;

- a list of institutional subscriptions in Québec, Canada and abroad, if applicable;

- a list of scientific articles published during the reference period used for the evaluation, including complete bibliographic references and web links, where available;

- for each year of the reference period used for the evaluation, a .PDF version of the scientific article considered by the applicant to be the most significant;

- a letter of undertaking from the administrative body of the journal regarding the integration or maintenance of a link to Érudit.org should the journal be awarded the grant;

for Québec journals under joint publication, an explanatory text (max. 1 page) and the memorandum of understanding signed by the parties.

a letter of undertaking from the managing institution attesting to the hosting of the journal;

where applicable, a document justifying French-language content of less than 50% (max. 1 page)

An incomplete application that does not contain the information necessary to establish eligibility or which cannot be evaluated will be deemed invalid by the Fonds. No document that is not required will be submitted to the evaluation committee. Elements missing from the application will not be requested. No document received after the deadline for application will be considered and applications cannot be updated.

The application deadline is October 15, 2018 at 4 p.m.

DO NOT FORGET TO SUBMIT THE COMPLETED APPLICATION.

At any time, applicants may verify in their E-portfolio that their application has been successfully transmitted. The application file in "My forms" must be flagged as "Transmis au Fonds" no later than the competition closing date and time.

All applications received by the Fonds are assessed for eligibility. A notice will be sent via e-mail no later than December following the competition deadline, informing the applicant of the status of the application and, where applicable, its transmission to the evaluation committee. Applicants whose application packages are deemed incomplete or invalid will be informed of the rejection of their application via e-mail.

5. APPLICATION EVALUATION

5.1. Evaluation criteria, indicators and weighting

Applications are assessed based on the following criteria, indicators and weighting. An overall passing grade of 70% is required.

5.1.1. Journals at the Renewal stage

(Reference period: April 1, 2015 – September 30, 2018)

Performance - 20 points

publication volume of the journal during the reference period (10 pts)

extent of the journal's achievements in relation to its mission during the reference period (10 pts)

Relevance and originality - 20 points

distinctiveness of the journal in its research field (10 pts)

relevance of the journal for meeting dissemination and mobilization needs (10 pts)

Articles - 30 points

article quality in relation to scientific standards in effect and the development of knowledge in the field (15 pts)

rigour in the selection process for themes, persons in charge of thematic issues, and articles (5 pts)

quality of the membership of the journal's editorial board in terms of expertise and the ability to cover all of the journal's areas of focus (10 pts)

Governance and operations - 15 points

relevance of the governance models in place to ensure the proper functioning and development of the journal, including the internal cyclical assessment mechanism, if applicable (10 pts)

leadership of the journal's director and capacity of the administrative body members for governance, management and the promotion of the emerging generation (5 pts)

Dissemination - 15 points

diversity and relevance of the proposed dissemination strategies (5 pts)

planned measures for increasing the journal's outreach, including steps to allow open access to its scientific content (10 pts)

5.1.2. Journals at the Operational stage

(Reference period: October 1, 2016 – September 30, 2018)

Performance - 10 points

publication volume of the journal during the reference period (5 pts)

extent of the journal's achievements in relation to its mission during the reference period (5 pts)

Relevance and originality - 30 points

distinctiveness of the journal in its research field (20 pts)

relevance of the journal for meeting dissemination and mobilization needs (10 pts)

Articles - 30 points

article quality in relation to scientific standards in effect and the development of knowledge in the field (10 pts)

rigour in the selection process for themes, persons in charge of thematic issues, and articles (10 pts)

quality of the membership of the journal's editorial board in terms of expertise and the ability to cover all of the journal's areas of focus (10 pts)

Governance and operations - 15 points

relevance of the governance models in place to ensure the proper functioning and development of the journal, including the internal cyclical assessment mechanism, if applicable (10 pts)

leadership of the journal's director and capacity of the administrative body members for governance, management and the promotion of the emerging generation (5 pts)

Dissemination - 15 points

diversity and relevance of the proposed dissemination strategies (5 pts)

planned measures for increasing the journal's outreach, including steps to allow open access to its scientific content (10 pts)

5.2. Evaluation process

Under the *Scientific journal support program* and as indicated in Section 4 of the **CGR**, the Fonds sets up multidisciplinary evaluation committees, which may consult external experts if necessary. These committees are composed of peers from Québec, Canada or abroad with the expertise required to adequately assess the submitted proposals.

The evaluation committee may deem an application to be ineligible with regard to the program rules and objectives.

For further information relating to the evaluation process, please refer to Section 4 of the **CGR**.

5.3. Announcement of the results

In addition to the provisions in Section 4.4 of the **CGR**, the competition results are generally announced in April of the year following the submission of the grant application. The decisions of the Fonds Société et culture Board of Directors are sent to the successful institutions and grant applicants in accordance with the procedure set forth in the **CGR** (Sec. 5.1). For further information concerning the competition results, applicants should contact the research office of their institution, consult the Fonds website or contact the program officer.

All funding decisions of the Boards of Directors of the Fonds are final and without appeal.

6. MANAGEMENT OF THE GRANT

Once the results have been announced, successful applicants are encouraged to refer to Section 6 of the **CGR** to learn about the rules relating to the management and use of grants.

As stipulated in Section 6.5 of the **Common general rules**, any major changes made during the funding period to the conditions listed in the initial application must be reported in the FRQnet E-portfolio and an e-mail must be sent to the program officer at the Fonds concerned, justifying the changes. The Fonds will then analyze the changes and decide whether to continue funding or, where applicable, reduce, suspend or terminate funding, or request repayment of disbursements.

7. EFFECTIVE DATE

These rules apply to the 2019-2020 fiscal year.

Latest update: May 2021



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