



## Registration

**THIS IS A DEFAULT ENGLISH VERSION OF THE FORM which has not been fully validated.**

Please refer to the program rules and the French version of the form to make sure you provide the right information. To access the French version of the form, get back to the **My forms** page and change the display language in the upper right corner of the screen.

The application form including all required documents must be submitted **before the deadline set by the institution** that will approve your application. Following the approval given by the institution, your application form will be automatically submitted to the FRQS if the deadlines are respected.

To find out your institution's deadline, you must first indicate the institution and save it at the section **Managing institution** in your application form. The institution's deadline will be displayed under the **Your institution's deadline** column on the **My forms** page. In addition, the value under the **Form status** column allows you to track the approval and submission process of your application form.

It is important to carefully read the program rules ([programme web page](#)), the Common General Rules ([RGC](#)) and all relevant documentation before beginning to complete this form, especially the eligibility requirements.

Make sure you are using the correct form for the program you have chosen. If you make a mistake, you will have to abandon the application and start a new one.

Refer to the [Presentation standards for PDF attachments to FRQnet forms](#) available in the **Documents** of the FRQnet E-portfolio for complete presentation instructions.

Prior to the submission of this form, the Canadian Common CV must be transmitted and the PDF file of the detailed contributions must be attached in the **Canadian Common CV** section of the FRQnet E-portfolio.

Fields marked with an asterisk (\*) are mandatory. In all sections of the form with a "Save" button, it is important to save the information on the page before clicking the "Validate the page" button.

The "Validate submission" button in the **signature and submission** section allows you to check whether the required information is complete.

\*File number Pre-application

Name:

File number: 330103

## Principal director

The designated principal director is a person responsible for the scientific direction and implementation of the network's strategic action plan, as well as the administrative aspects of the grant, including correspondence with the FRQS. The designated principal director, in addition to being employed by a managing institution, must meet the definition of one of the following research statutes (defined in the FRQ Common General Rules):

- University researcher
- Clinical university researcher
- College researcher

Nip :

Name :

First Name :

Research Status

Sélectionner le nom de votre réseau à partir de la liste offerte. Si le nom de votre réseau ne figure pas dans la liste, veuillez formuler une demande d'ajout, par courriel, en communiquant avec [gabrielle.wilson@frq.gouv.qc.ca](mailto:gabrielle.wilson@frq.gouv.qc.ca). Si le réseau possède un site web, veuillez en indiquer l'adresse URL dans le courriel de demande d'ajout.

Nom du réseau (français) :

Nom du réseau (anglais) :

### CONTACT INFORMATION

The information is displayed for consultation purposes only and comes from the **My Profile** page of the FRQnet Electronic Portfolio. If the information is missing or incorrect, please edit it on the **My Profile** page (for the Address Type field, you must select **Primary Affiliation Address**).

Adresse :

Courriel :

## Managing Institution

The managing institution is the employing institution of the Principal Investigator. Note that the *Employing and managing institution* drop-down menu contains only [Institutions recognized by the FRQ to manage funding](#).

Once the information has been saved, the managing institution will be able to see this form in the Institutions portal.

Managing institutions may set an internal deadline for the approval of applications that is earlier than the competition deadline. This date will be posted on the “My forms” page under “Institutional deadline”.

It is essential that this form be submitted before **the institutional deadline**, or before **the competition deadline**. The institution must then approve it within the timeframe prescribed in Section 3.2 of the Common General Rules.

For applicants employed by a college centre for technology transfer (CCTT), the associated college must be identified as the employing and managing institution.

**Employing and managing institution**

**Principal university affiliation**

**Department / Administrative Unit / School /  
Campus / CCTT**

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## Title and research fields

### Title

Indicate the title of your funding application.

**\*Title**

Must be in French

Only if your application is written in English, complete the field hereunder.

**Title in English**

### Classification

A complete list of permitted values for the different drop-down lists used in the Fonds research classification system is available in the [Documents](#) section.

List, in order of priority, the research sector(s) to which your research activities belong.

**\*Sector 1.**

2.

3.

4.

Indicate the research discipline(s) that best describe the research.

**\*Discipline 1.**

Discipline 2.

Indicate the main field of research to which your application belongs.

**\*Field of research**

Indicate the research topics that apply to your application.

**\*Research topic 1.**

Research topic 2.

Indicate the field and sub-field of application in which your research activities take place.

**\*Field of application**

**Sub-field of application**

Indicate six keywords, from the most general to the most specific, that best describe your research project or program.

**\*Keywords**

## Co-Directors

**Co-directors** may be **appointed**. Where applicable, these persons are responsible, jointly with the principal director, for the scientific direction and implementation of the network's strategic action plan, as well as for the administrative aspects of the grant.

The designated co-director(s), in addition to being employed by a managing institution, must meet the definition of one of the research statutes defined in the FRQ's Common General Rules.

Please ensure that the co-director(s) have given their consent AND submitted an up-to-date Canadian Common CV to the FRQS by the deadline for submission.

The Canadian CVs of the co-directors and the attachment of their detailed contributions are required to allow you to submit your file. A notification is automatically sent to them at the registration notifying them of their involvement in your funding application. You can follow up at any time on the "My Forms" page by clicking on the "View" link in the "Other statuses" column for your file.

Please note that members with Status 4 in research must be added to the "Members with Other Research Statuses" section.

### List of Co-Directors

(The list is empty)

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## Coordonnateur ou coordonnatrice

### Co-applicants list

Ajouter le coordonnateur ou la coordonnatrice du regroupement de recherche. Vous pouvez ajouter une seule personne. ([Module d'appui](#))

(The list is empty)

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## Any other responsible

Register all the research leaders. A notification is automatically sent to them upon registration advising them of their involvement in your funding application.

Please ensure that each research leader has given their consent AND submitted an updated Canadian Common CV by the application deadline.

The Common Canadian CV of all research leaders and the attachment of their detailed contributions are required in order for you to submit your file. You can follow up at any time on the "My Forms" page by clicking on the link in the "Other Status" column for your file.

Please note that members with Status 4 in research must be added to the "Members with Other Research Statuses" section.

### **List of co-investigators responsible for axes, platforms or others**

(The list is empty)

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## Co-Investigators

### Co-applicants list

Add co-investigators whose research statuses are eligible under the program rules. Status descriptions are provided in the [FRO Common General Rules](#). Individuals identified as co-investigators in this form will receive an email procedure for confirming their participation in the application.

The employing institution indicated must be the one that pays the co-investigator's salary.

For individuals employed by a centre College Centre for Technology Transfer (CCTT), the college of affiliation must be identified as the employing institution.

### CO-INVESTIGATORS – Research statuses 1, 2 and 3 of the Common General Rules

**It is the principal investigator's responsibility** to ensure that all Status 1, 2 and 3 co-investigators have confirmed their participation via the *As a co-investigator* section of their E-portfolio before the institution deadline date and time, or the competition deadline date and time, to allow for submission of the application form. Go to the "My forms" page and click on the link in the "Other statuses" column to verify.

Please note that members with Status 4 in research must be added to the "Members with Other Research Statuses" section.

(The list is empty)

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## Members with Other Research Statuses

### Co-applicants list

#### OTHER CO-INVESTIGATORS – Research status (4) of the Common General Rules

Add co-investigators with “Other research statuses” who are eligible under the program rules and do not have research statuses (1), (2) or (3) as defined by the CGR. **It is the principal investigator’s responsibility** to ensure that all Status 4 co-investigators have confirmed their participation via their FRQnet portfolio, section *As a co-investigator* before the institution deadline date and time, or the competition deadline date and time, to allow for submission of the application form. Go to the “My forms” page and click on the link in the “Other statuses” column to verify.

Note: If an institution is not listed, ask for it to be added by writing to: [etablissement@frq.gouv.qc.ca](mailto:etablissement@frq.gouv.qc.ca)  
Clearly indicate 1) the name, country and province of the requested institution, 2) the name of the program and 3) the title of the section of the form where it is requested.  
A Status 4 co-investigator cannot be delegated to manage a portion of the funds via an inter-institution transfer.

(The list is empty)

Attach a single PDF file containing the abridged CVs of the team members identified with the **Other statuses in research**, prepared according to the [FRQ Abridged CV presentation rules](#) and according to the instructions in the program rule.

A maximum of two (2) pages is allowed.

File name	Type or document	Date	Taille (Ko)

Name:

File number: 330103

## Budget

Please complete the table below by listing the anticipated expenditures of the network. You may refer to the [Thematic Network Management and Governance Guide \(section 3.3\)](#) for eligible program expenses.

Please also note that the total annual amount from the FRQ is either \$500,000 or \$1,000,000, as specified in the program rules.

[Overview of eligible expenses](#)

(The list is empty)

Justify each of these expenses and indicate other sources of funding if applicable.

A maximum of one (1) page is allowed.

File name

Type of document

Date

Taille (Ko)

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## Other documents

Attach the supporting documents to your funding request. They will be added at the end of the form. **Only one file per type of document is allowed.** Make sure to use all the possible options to optimize the size of your documents (black / white, image size, Acrobat optimization options, etc.) furthermore, ensure that PDF documents are not protected and that they do not contain bookmarks.

Consult the [Presentation standards for files \(PDF\) attached to FRQnet forms](#) available in the **Documents** section of the FRQnet electronic portfolio to read all presentation instructions.

**Consult the program rules to find out which documents are required according to your situation and what specific information to provide in each document.** Any document not required will be withdrawn from the funding request for its evaluation by the scientific committee.

File name	Type of document	Date	Taille (Ko)
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## Signature and submission

### COMMITMENTS OF THE APPLICANT

I declare and warrant the following.

1. All the **information** contained in the application and all the information I shall subsequently provide related to this form or eventual funding (documents or further details required by the Fonds, reports, etc.) is and shall be **accurate and complete**. I shall notify without delay the FRQ of any changes to the information I entered.
2. The Co-Investigators who will contribute to the research project and the other project collaborators listed in my application, if applicable, have confirmed their commitment to the research project and **authorized me to provide their personal and confidential information**.
3. I have read and agree to comply with the obligations set out in the **Common General Rules** of the Fonds de recherche du Québec (Fonds de recherche du Québec – Nature et technologies, Fonds de recherche du Québec – Santé, Fonds de recherche du Québec – Société et culture, hereinafter the “FRQ”) and the **FRQ’s open access policy for the dissemination of research** (see the DOCUMENTS tab), as they are updated periodically, and meet the terms set out in the **Program rules** to which I am applying, as well as all other terms set out in the award or grant letter and at the time the payments are made.
4. I have read and shall comply with the standards of ethics and integrity of the FRQ, including those set out in the set out in *Standards sur l’éthique de la recherche en santé humaine et l’intégrité scientifique* (see the DOCUMENTS tab), as it is periodically updated, and the ensuing obligations and subscribe to the best practices in my area of research.
5. I have read and shall comply with the provisions of the *Policy for the Responsible Conduct of Research* of the FRQ (see the DOCUMENTS tab), as it is periodically updated, as well as those set out in institutional policies with regard to the responsible conduct of research, as they apply to my research activities. In the event of a breach of responsible conduct of research allegation, I accept that the FRQ may exchange personal and confidential information concerning myself with the managing institution and the following organisations, if applicable, in Canada or abroad: their financial partners for the program to which the allegation relates; any institution concerned by the allegation; and any public research funding agency concerned by the allegation. This information may include: the allegation, the supporting documents, the review reports, etc.
6. I am not currently ineligible to receive funding from a Canadian or international research funding agency as the result of a **substantiated case of breach**.
7. I shall advise the Fonds to which I am submitting the application should I become ineligible to apply for funding or receive funding from a Canadian or international research funding agency as the result of a **substantiated case of breach**. The continuation of any FRO funding may then be considered by the FRQ Responsible Conduct of Research Committee.
8. I understand that **failure to comply with any of these commitments** may lead to the withdrawal of my application from the review process, or to the suspension, withdrawal, termination or even reimbursement of funding, or any other type of **administrative penalty** related to the privileges granted by the FRQ.

### AUTHORIZATION REGARDING PERSONAL AND CONFIDENTIAL INFORMATION SUBMITTED AS PART OF THE APPLICATION PROCESS

The information entered on the funding application forms and all other forms relating to the management of eventual funding shall be treated confidentially and in accordance with the *Act respecting Access to Documents Held by Public Bodies and Protection of Personal Information* (CQLR c A-2.1, hereinafter *the Act*), as well as with the *Statement regarding the protection of personal and confidential information*, see the DOCUMENTS tab, hereinafter the “Statement”).

- I have read the *Statement* and authorize the Fonds to keep, use and release all the personal and scientific information contained in my personal file, in accordance with the terms set out in the *Statement* and the *Act*, and on the condition that the individuals authorized to access my personal information undertake to treat it confidentially.

Name:

File number: 330103

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**Identification**

**I accept:**  Yes  
 No

**Instructions**

**Step 1:** Please validate the submission of your electronic form to make sure all sections needed are filled.

**Step 2:** Submit your electronic form at the FRQS, before the deadline.

**IMPORTANT NOTICE:** This is a final submission. No modification can be made after the submission.