

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” tab and change the display language in the upper right corner of the screen.

The form including all required documents must be submitted before 18 January 2024 at 16:00.

Read the program rules ([program web page](#)) and the Common General Rules ([CGR](#)) to verify the eligibility requirements and to help you fill out the form correctly.

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

IMPORTANT : The common Canadian CV must be filled out in the version of one of the FRQ for all researchers with status 1, 2 or 3. The « Detailed Contributions » file must be completed according to the format of one of the three Fonds and attached to the funding application in the appropriate section of the Fonds Portfolio before submission. All co-researchers must also have consented to their participation in the team before the funding application form is submitted.

The abbreviated 2-page CVs of all co-researchers with status 4 should be provided in a single PDF document in the Co-Researchers section of this form. The mandatory template to be used is available in the program’s page toolbox

It is recommended that you validate the contents of your form well in advance of the deadline to allow you to make any necessary corrections. The “Validate form” button is located at the bottom of the Signature and Submission section.

In all sections of the form with a Save button, it is important to save the information on the page before clicking the Validate page button.

*File limit: Pre-application

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SEULEMENT

Name:

File number: 353024

Principal investigator

The Principal Investigator is responsible for the scientific direction and execution of the research project, program or infrastructure, as well as the administrative and financial aspects of the grant, including corresponding with the Fonds.

Refer to the program rules for eligible research statuses. For status definitions, see the Status and Roles section of the [FRQ Common General Rules](#).

Nip :

Name :

First Name :

***Research Status**

CONTACT INFORMATION

This 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, you can change it on the **My Profile** page: select **Primary Affiliation Address** for the **Address type** field.

Adress:

E-mail:

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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.

For individuals who are members of joint research units (UMRs), please clearly specify the managing institution in the “Employing and managing institution” field, and the UMR to which they are affiliated in the “Department / Administrative Unit / School / Campus / CCTT” field.

Employing and managing institution

Principal university affiliation

Department / Administrative Unit / School /
Campus / CCTT

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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](#). Coinvestigators' CVs are considered in the application evaluation. Individuals identified as co-investigators in this form will receive an email procedure for confirming their participation in the application and submitting their CV.

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

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

For individuals who are members of joint research units (UMRs), please clearly specify the managing institution in the "Employing and managing institution" field, and the UMR to which they are affiliated in the "Department / Administrative Unit / School / Campus / CCTT" field.

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 1) confirmed their participation via the *As a co-investigator* section of their E-portfolio; 2) submitted their updated Canadian Common CV to the Fonds; and 3) attached their updated Detailed Contributions file in their FRQnet portfolio, section *Common Canadian CV*. This must be done 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.

(The list is empty)

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. These individuals must send an abridged CV (two pages in PDF format) to the principal investigator.

It is the principal investigator's responsibility to attach all these abridged CVs in a single document and to ensure that all Status 4 co-investigators have confirmed their participation via their FRQnet portfolio, section *As a co-investigator*. This must be done 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.

A 2-page abbreviated CV must be provided for every individual added in this category. The mandatory template to be used is available in the program's page toolbox.

Note: If an institution is not listed, ask for it to be added by writing to : 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.

(The list is empty)

ATTACHED FILE – Abbreviated CV

Attach a single PDF file containing all the abbreviated CVs of the other co-researchers with status 4.

The mandatory template to be used is available in the program's page toolbox.

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Collaborators

List key collaborators.

A collaborator is an individual who brings specific expertise to the project or research program, as appropriate. He or she does not provide a CV and cannot be delegated to manage a portion of the funds.

For the definition of the possible Roles in the application, refer to the FRQ Common General Rules.

If the institution is not listed, consult the help bubble to request an addition. If the collaborator is not attached to any institution, select No affiliation or home institution.

Collaborators list

(The list is empty)

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Pre-eligibility

I certify that I meet all the conditions listed in Section 3 of the program rules and in the CGR.

I certify that, to the best of my knowledge, the co-investigators meet all the conditions listed in Section 3 of the program rules and in the CGR.

I confirm that the team is composed of at least one research user (statut 4) as a co-investigator or collaborator.

I understand that I must attach all the documents listed in Section 4.2 of the program rules (Application) to my funding application.

I confirm that my managing institution can attest, upon request by the Fonds, to the accuracy of the information concerning my eligibility.

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Name of the Initiative

Name

***Name**

***Acronym**

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Title and research fields

Title

Indicate the title of your funding application.

***Title**

Must be in French

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**

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Responsible research

This section will not be available to the evaluation committees. If the information requested here is relevant to the evaluation of the funding application or required by the program, it should be repeated elsewhere in the funding application.

Consideration of sex and gender – Declaration

In order to meet [Health Canada recommendations](#), sex- and gender-based analyses should be included in research on therapeutic products (medical devices, genetic therapies, natural health products, pharmaceuticals, biologics and radiopharmaceuticals).

***Indicate if the research concerns a therapeutic product.** Yes No

If you answered «Yes» to the previous question, indicate whether the research considers sex or gender.

- Yes, the research takes into account sex (biological aspects) or gender (sociocultural aspects).
 No, the research does not take into account sex or gender.
 Not applicable.

Indicate if your research Program involves:

***Check your choice.**

- Research involving humans (direct participation or the use of human biological material or data concerning humans).
 Recherche involving animals
 None of the above.

***I understand that approvals may be required before starting the research.** Yes No

Research ethics – Request for access to data

***Indicate whether the research involves a request for access to data concerning human beings held by a Québec public body (e.g. ministry, health establishment).** Yes No

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Environmental risk - Declaration

The "Action plan for environmental responsibility in research" requires identifying the level of environmental risk involved in research and, in some cases, specifying mitigation measures. Consult the "[Environmental Responsibility](#)" page for more information.

*Indicate the level of environmental risk associated with the research.

- A) Minimal risk : the environmental impact does not exceed the impact of day-to-day human activity.**
- B) Greater than minimal risk : the environmental impact exceeds the impact of day-to-day human activity. In the event of funding, you will need to specify the mitigation measures being considered or the measures that must be taken to comply with legal requirements.**

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Abstract

Should funding be granted, I agree to allow the FRQ to publicly release the lay abstract and title on this page in whole or in part and by any means (Web site, Facebook, Twitter, etc.).

Accordingly, I am not including personal information or confidential or protected information whose release may compromise a patent filing or publication request.

The FRQ shall comply with all applicable copyright laws, in particular by referring to the author. The FRQ reserve the right to edit the text without notice before releasing it.

Yes No

Abstract for a general audience

Provide an abstract in language that can be understood by the public.

*Abstract in French

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Description of the Proposal

Structured research proposal description to address the four scientific evaluation criteria (12 pages maximum including the list of references, tables and figures).

The document must be in PDF format.

File name	Type of document	Date	Taille (Ko)
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Strategic Description

Description of the anticipated impact of the research proposal and the approach to promote the applicability of the research to solutions. It should be structured to address the three strategic evaluation criteria (maximum 3 pages, including the list of references, tables, and figures, if necessary).

The document must be in PDF format.

File name	Type of document	Date	Taille (Ko)
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Teaching release - Colleges

If applicable, please indicate the estimated amount of salary support requested for release from teaching duties for each team member meeting the status of "college researcher."

(The list is empty)

SUPPLEMENT for teaching release for eligible Status 3 researchers with teaching duties.

Indicate the name of each college researcher requesting a teaching release, the amount requested for each (maximum \$16,000 per year) and justify the teaching release request, specifying each researcher's role in the research project.

IMPORTANT: This section applies only to college researchers with teaching duties. However, salary support for college researchers with no teaching duties may be requested under the research project grant in the « Budget » section of this form – please refer to the program rules.

All attached files must respect the presentation standards described in the program rules.

The document must be no larger than 2 MB, contain a maximum of 1 page, be clearly readable, and be attached in PDF format.

File name

Type of document

Date

Taille (Ko)

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Budget

For each eligible expense category, please indicate the planned amount.

Reminders :

- i) The grant awarded, ranging from a minimum of \$250,000 to a maximum of \$375,000, includes indirect costs of research (also known by the French acronym FIR).
- ii) The FIR represent 27% of the total budget and should not be included in the budget breakdown.
- iii) The total established amount for teaching release(s) requested in the “Teaching release – Colleges” section of this form, if applicable, is an ADDITIONAL amount and must not be included in the budget section.

Complete the budget breakdown and attach a PDF file justifying the planned expenses (maximum 2 pages).

[Overview of eligible expenses](#)

(The list is empty)

ATTACHED FILE – Justification of the budget

Attach a PDF file of maximum 2 pages.

Explain eligible expenses including salary support for the principal researcher with status 3 and for co-researchers with status 3 who do not have a teaching duty.

File name	Type of document	Date	Taille (Ko)

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Suggestions of experts

Suggest 10 experts from Québec or outside Québec with recognized expertise in the research area of the application. The experts must have no current or recent (five years or less) collaborative relationship with the principal investigator or co-investigators. Please refer to the [General Common Rules](#) - Conflict of Interest Management.

The experts must have sufficient knowledge of the language in which the application is written.

The Fonds will decide whether or not to contact the suggested expert(s). They will not be notified of your suggestions.

List of experts

(The list is empty)

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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.

If the files attached to the form are in English, you can include an English title and summary to facilitate the recruitment of evaluation committee members.

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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 any funding obtained (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 have entered.
2. The Co-Investigators named in my application as taking part in the research project or program and other project collaborators, if applicable, have confirmed their desire to participate in the research project or program and I **have obtained their authorization to provide their personal and confidential information**.
3. I own all rights to the content of this application and take full responsibility for it. Where applicable, these responsibilities are shared with my co-researchers.
4. 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 Dissemination Policy**, as they are updated periodically (see the « DOCUMENTS » tab), and to comply with all terms and conditions 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.
5. I have read and agree to comply with the standards of ethics and integrity of the FRQ, including those set out in the *Politique d’éthique en recherche du FRQNT* (see the « DOCUMENTS » tab), as updated periodically, taking into account any adaptations applicable in Québec and the ensuing obligations, and to subscribe to the best practices in my area of research.
6. I have read and agree to comply with the provisions of the *Policy for the Responsible Conduct of Research* of the FRQ (see the « DOCUMENTS » tab), as updated periodically, 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 report, etc.
7. I am not currently ineligible to receive funding from a Canadian or international public funding agency as the result of a **substantiated breach of responsible conduct of research**.
8. I shall immediately advise the Fonds to which I am submitting this application should I become ineligible to apply for funding or receive funding from a Canadian or international public funding agency as the result of a **substantiated breach of responsible conduct of research**. The continuation of any FRQ funding may be subject to review by the FRQ Responsible Conduct of Research Committee.
9. I understand that **failure to comply with any of these commitments** may lead to the withdrawal of an 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 any 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").

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- **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.

Identification

**You must agree with the commitments
and authorization.** Yes
 No