

Instructions

THIS IS A DEFAULT ENGLISH VERSION OF THE FORM. 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 application form including all required documents must be submitted before 27 February 2025 at 16:00. The managing institution may set an internal deadline that precedes the competition deadline. This date is displayed under the **Your institution’s deadline** column on the **My forms** page.

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

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

IMPORTANT : The researcher, member of the Duo, is responsible to complete this form and is identified as the Principal Investigator. **Proof of Canadian citizenship and Quebec residency for the citizen, member of the Duo, will be required only if a the project is awarded.**

It is recommended that you validate the form a few days before the deadline to allow you to make the required corrections if necessary. The «Validate submission» button is located in 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 the page» button.

POUR
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SEULEMENT

Name:

File number: 374482

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:

Attach your abridged CV prepared according to the [FRQ Abridged CV presentation rules](#) and according to the instructions in the program rules.

A maximum of two (2) pages is permitted.

File name	Type of document	Date	Taille (Ko)

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 section 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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Citizen

Identify the citizen, member of the Duo, with the last name, first name and e-mail address. It is also possible to specify the establishment of this person, but this is optional.

(The list is empty)

Attach the abbreviated CV of the citizen prepared according to the presentation rules in the program rules webpage.
A maximum of two (2) pages is allowed.

File name	Type de document	Date	Taille (Ko)
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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

As the principal investigator, and therefore responsible for the scientific leadership and realization of the research project, program or infrastructure, as well as the aspects administrative and financial aspects of the grant, I undertake to share all information concerning the project with the citizen member of my Duo.

I certify that I have reviewed the eligibility of the citizen member of the Duo, according to the eligibility requirements presented in the program rules.

I understand that proof of Canadian citizenship and Quebec residency for the citizen of the Duo will be required only if a grant is awarded.

I confirm that the citizen is making an individual contribution to the project, and that his/her specific contribution does not coincide with his/her existing or previous professional duties.

I understand that our Duo may select a managing organization to manage part of the funding on behalf of the citizen (optional) and that such an organization must meet the eligibility requirements presented in the program rules.

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Title and research fields

Title

Indicate the title of your funding application.

***Title**

Must be in French

***Indicate here the Question proposed by the citizen**

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 fit.

***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**

Abstract

Should I receive a funding offer, 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, X, etc.).

Accordingly, I am not including personal information or confidential or protected information that would 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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Project or program description

Attach a document corresponding to the Plan linked directly and explicitly to the Question proposed by the citizen considering the objectives of the program, the evaluation criteria and according to the instructions presented in the program rules.

The document, of no more than 2 MB, must contain a maximum of three (3) pages (including references, tables, figures and graphs) and be attached in a PDF format.

File name	Type of document	Date	Taille (Ko)
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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.**

Budget

For each eligible expense category, indicate the expected amount of expenses. Click on the link below for an overview of all eligible expenses.

[Overview of eligible expenses](#)

(The list is empty)

FICHIER JOINT – Justification des dépenses prévues

Attach a PDF document outlining planned expenses for each funding category, specifying amounts and type of expense.

This document may include an overview of the anticipated budget for the Action phase, if applicable. A maximum of two (2) pages is allowed.

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

If the research status of the principal investigator is “college researcher”, indicate the amount of teaching release requested, if applicable. This additional amount may be up to \$5,000 per year and is paid directly to the college to offset the portion of the researcher's salary normally paid for teaching duties.

(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.

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 FRQ, 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 own all rights to the content of this application and take full responsibility for it. Where applicable, these responsibilities are shared with my co-investigators.
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** (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.
5. 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 **Politique d’éthique en recherche du FRQNT** (see the DOCUMENTS tab), as it is periodically updated, and the ensuing obligations and subscribe to the best practices in my area of research.
6. 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 report, etc.
7. 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**.
8. I shall advise the FRQ 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 FRQ funding may then be considered 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 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.

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

The personal and confidential information collected by the Fonds de recherche du Québec - Nature et technologies (FRQNT) in connection with funding applications and documents related to an award is necessary and essential to **process** and **evaluate** funding applications, from eligibility to the announcement of the award. In addition, some of this information will be used to **manage** grants. The collection of this information is **mandatory** for the applicant to submit an application and, if applicable, obtain funding.

The information collected is treated in accordance with the Act respecting access to documents held by public bodies and the protection of personal information (CQLR, c. A-2.1) (hereinafter: the Access Act) as well as with **the Statement respecting the protection of personal and confidential information** (see the "DOCUMENTS" tab)(hereinafter: the Statement).

Name:

File number: 374482

- **I have read the Statement** and I consent to the collection, use and disclosure of all personal and scientific information contained in my file in accordance with the terms and conditions set out in the Statement and in the Access Act, provided that persons having access to personal information agree to respect the confidentiality of such information.

Identification

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