

Instructions

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 pre-application form is mandatory to submit an application for this program.

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 Electronic 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 Electronic 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: 374153

Principal investigator

The Principal Investigator is responsible for the scientific direction and execution of the research project, the deployment of the 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:

Diplôme le plus récent :

If other, specify

Date d'attribution :

Name:

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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 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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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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Co-Investigators

Co-applicants list

Add co-investigators whose research statuses are eligible under the program rules. Status descriptions are provided in the [FRQ Common General Rules](#). Co-investigators' 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.

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 FRQnet Electronic Portfolio; 2) submitted their updated Canadian Common CV to the Fonds; and 3) attached their updated Detailed Contributions file in their FRQnet Electronic 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 statuses (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.

Les personnes de statuts 4b doivent acheminer un CV abrégé de deux pages en format PDF au chercheur principal ou à la chercheuse principale, tandis que les personnes de statut 4a) doivent acheminer leurs CV et leurs contributions détaillées en format PDF.

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

Les personnes des milieux de pratique (équivalent du statut 4c) des RGC, les artistes (statut 4d)) et les usagers ou usagères (citoyens ou citoyennes – équivalent du statut 4e)) des RGC membres de l'équipe doivent être ajoutés dans une autre section du formulaire prévue à cet effet.

Consulter les [règles de présentation du CV abrégé](#).

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. A Status 4 co-investigator cannot be delegated to manage a portion of the funds via an inter-institution transfer.

(The list is empty)

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Personnes des milieux de pratique et citoyens ou citoyennes

Lister les personnes membres de l'équipe ayant un rôle important à jouer dans le projet, allant au-delà de la collaboration, et qui sont des personnes des milieux de pratique, des artistes et des citoyens ou citoyennes. Indiquer leur nom, leur prénom, leur organisation (si applicable) ainsi que le type de participation (1, 2 ou 3 – voir plus bas).

La contribution de ces personnes est réputée être aussi significative que celle, par exemple, des cochercheurs et cochercheuses universitaires ou de collège, et peut être reconnue de différentes manières.

TYPE 1 : Personnes des milieux de pratique

La personne des milieux de pratique est une personne dont la contribution au projet repose sur son savoir-faire, ses compétences et ses connaissances en lien avec l'exercice d'activités de nature professionnelle, entrepreneuriale ou technique. La contribution de cette personne ne repose pas sur une expertise en recherche ou en recherche-crédation. Une personne exerçant des activités artistiques ou littéraires est exclue de cette catégorie. La personne est employée par ou dirige une organisation québécoise.

Quelques exemples de personnes des milieux de pratique – équivalent du statut 4c) des RGC :

- Un entrepreneur ou une entrepreneure
- Un professionnel ou une professionnelle de la santé travaillant dans un C.S.S.S. ou un C.U.S.S.
- Le directeur général ou la directrice générale d'un organisme communautaire ou à but non lucratif
- Un employé ou une employée d'une ville ou d'une municipalité

TYPE 2 : Artistes

L'artiste est une personne dont la contribution au projet repose sur ses compétences en création ou en interprétation d'œuvres, lesquelles sont mises à profit dans un contexte professionnel. Il ou elle travaille à son compte et est domicilié(e) au Québec ou travaille pour une organisation québécoise.

L'artiste a l'équivalent du statut 4d) des RGC.

TYPE 3 : Citoyens ou citoyennes

Le citoyen ou la citoyenne est une personne domiciliée au Québec et qui contribue à titre individuel au projet. Sa contribution est centrée sur son savoir expérientiel grâce auquel elle détient généralement un rôle clé dans le projet. Ses compétences et ses connaissances peuvent être de nature diverse tant professionnelles, techniques que pratiques, mais elles sont surtout personnelles en raison – par exemple – de son vécu, de son expérience de terrain ou encore de sa culture. La contribution du citoyen ou de la citoyenne au projet ne doit pas s'inscrire dans les fonctions professionnelles pour lesquelles il ou elle reçoit une rémunération, auquel cas sa contribution s'apparente davantage à celle d'une personne des milieux de pratique.

Quelques exemples de personnes pouvant être en tant que citoyens ou citoyennes - équivalent du statut 4e) des RGC :

- Un usager ou une usagère des soins et services de santé
- Un proche aidant ou une proche aidante
- Un résident ou une résidente d'une ville ou d'une région rurale étant interpellé par des questions sociétales ou environnementales, notamment, et qui souhaite s'investir dans une démarche de recherche
- Une personne souhaitant s'investir dans une démarche de recherche, en raison d'un intérêt pour la science en général ou en lien avec un sujet donné

Noter que les personnes des milieux de pratique, artistes et citoyens ou citoyennes n'ont pas à donner leur consentement dans FRQnet afin de figurer dans la composition de l'équipe. En outre, ces personnes ne détiennent pas de responsabilité administrative ou légale en lien avec le projet.

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(The list is empty)

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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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Professional Orders

For each applicant and co-applicant, indicate if they are members of a Quebec professional order and specify the permit number.

List of researchers' professional orders

(The list is empty)

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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 summary

Summarize the objectives, methodological approach and relevance of the proposed work.

One (1) page maximum is allowed.

File name	Type of document	Date	Taille (Ko)
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Scientific progress

Describe your scientific activities since obtaining your last degree and the purpose and context of your research project.

One (1) page maximum is allowed.

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Project description

Clearly describe your research project, specifying, in order:

- a. research issues and hypotheses
- b. research objectives
- c. methods and analyses
- d. feasibility
- e. contributions to the advancement of knowledge
- f. the modalities for mobilizing the next generation of college students

In addition, please clearly indicate the clearance of tasks (maximum 0.5 full-time equivalents - ETC) required for the completion of the project. An identical clearance of duties must also be reflected in the letter of support of the home institution.

A maximum of six (6) pages is allowed.

File name	Type of document	Date	Taille (Ko)
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Tables and figures

Insert here the tables and figures relevant to the description of your research program.

Two (2) pages maximum are allowed.

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Bibliography

Clearly indicate, avoiding abbreviations, the most relevant references pertaining to the research program.

Three (3) pages maximum are allowed.

Suggested format:

Article: Author List (Year). Article Title. *Journal name*, Volume (issue), pp. start page - end page. [Url](#).

Book: List of authors (Year). *Book title*. Place of publication: Publishing house. [Url](#).

Book chapter : Author List (Year). Chapter Title. In A. Publisher1, B. Publisher2, & C. Publisher3 (Eds), *Book title* (pp. beginning page - end page of chapter).

Place of publication: Publishing house. [Url](#).

Precision for list of authors: last name, first name initial(s); if more than 6 authors, add "et al."

Precision for Name of journal: full wording if possible or common abbreviation, italicized.

Precision for Url: optional, e-mail address of publication, if applicable.

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Roles of the team members

Describe the expertise and specific contribution of each team member. Demonstrate their complementarity and synergy in an intersectoral context. Refer to the program rules for more details.

Two (2) pages maximum are allowed.

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Relevance

Describe relevance to program objectives and priority topics, if applicable. Refer to the program guide for more details.

One (1) page maximum is allowed.

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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)

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

A maximum of one (1) page is allowed.

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Teaching release - Colleges

Pour **un seul cochercheur ou une seule cochercheuse de collègue (statut 3) membre de l'équipe de recherche**, un montant additionnel de soutien correspondant au maximum à 20% du salaire brut pourra être versé directement à l'établissement collégial pour compenser la partie du salaire vouée au déchargement de la tâche d'enseignement ou du « travail régulier », pour la réalisation d'activités de recherche. Un document justificatif à cet effet doit être inséré dans l'onglet « Déchargement – collègues » du formulaire FRQnet. III revient au chercheur principal ou à la chercheuse principale d'identifier le cochercheur ou la cochercheuse de collègue pour lequel ou laquelle un déchargement est demandé. Il est à noter que la somme demandée ne doit en aucun temps être inscrite à la section « Budget » du formulaire électronique.

Le document, d'au plus 2 Mo, doit contenir un maximum de 1 page(s), être bien lisible et être joint en format PDF non protégé.

File name	Type of document	Date	Taille (Ko)
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Indiquer, pour le cochercheur ou la cochercheuse répondant au statut 3 « chercheur ou chercheuse de collègue », le montant estimé du déchargement d'enseignement demandé, le cas échéant.

(The list is empty)

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Other sources of funding

Other funding obtained for the same project or the same research program. If the funding source is not on the list, see the tooltip to request an addition.

Have you obtained one or more other sources of funding for this project or research program?

Yes No

List of funding obtained

(The list is empty)

Si vous disposez déjà d'un ou de plusieurs financement(s) pour ce même projet ou cette même programmation de recherche, justifier et expliquer clairement la complémentarité ou les recouvrements possibles des diverses sources de financement.

Le document, d'au plus 2 Mo, doit contenir un maximum de 1 page, être bien lisible et être joint en format PDF.

File name	Type of document	Date	Taille (Ko)
<div style="font-size: 4em; opacity: 0.5; pointer-events: none;"> POUR INFORMATION SEULEMENT </div>			

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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 Project 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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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.

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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 **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.
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 - Santé (FRQS) 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 **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 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

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.