

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.

IMPORTANT

You must submit this form **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.

Eligibility criteria can be found at [the program guide](#). We invite you to read the program guide to complete your letter of intent adequately.

It is important to carefully read the common general rules ([RGC](#)) as well as all relevant documentation before starting to fill out this form, in particular the eligibility requirements.

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

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

*Letter of Intent number

POUR
INFORMATION
SEULEMENT

Name:

File number: 311148

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](#).

Salutation :

Nip :

Name :

First Name :

*Research Status

CONTACT INFORMATION

The information is displayed for consultation purposes only and comes from the **My profile** page of the 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**).

POUR
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Address:

E-mail:

Name:

File number: 311148

Managing institution

The managing institution is the employing institution of the principal investigator, unless otherwise indicated in the program rules. Note that the *Employing and managing institution* drop-down menu contains only [Institutions recognized 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**. The institution must then approve it **before the competition deadline**.

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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Pre-eligibility

I certify that, as a Quebec Principal investigator, I am eligible for status 1 or 2 as described in the FRQ Common General Rules and program rules.

J'atteste que l'équipe qui présente ce projet est composée au minimum de :

- 1 chercheur principal ou chercheuse principale de statut 1 ou 2
- 1 cochercheur ou cochercheuse représentant d'un milieu de pratique et répondant au statut 4c)
- 1 usager ou usagère - statut 4e).

Je comprends que tous les chercheurs et chercheuses de statut 1 ou 2 de l'équipe doivent soumettre un CV commun canadien dans la version FRQS et un fichier des Contributions détaillées, à même leur portfolio FRQnet, section CV commun canadien.

Je comprends que tous les chercheurs et chercheuses de statut 4a) de l'équipe devront acheminer leurs CV commun canadien et leurs Contributions détaillées en format PDF au chercheur principal ou à la chercheuse principale.

Je comprends que tous les chercheurs et chercheuses de statut 4b) et 4c) de l'équipe devront acheminer un CV abrégé à jour, de deux pages maximum et leurs Contributions détaillées en format PDF au chercheur principal ou à la chercheuse principale.

Je comprends que tous les usagers et usagères de statut 4e) de l'équipe devront acheminer un CV abrégé à jour ainsi qu'une lettre de motivation en format PDF au chercheur principal ou à la chercheuse principale.

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Name:

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Title and research fields

Title

Indicate the title of your funding application.

***Title**

Must be in French

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 fall.

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

Le CV commun canadien doit être rempli dans la version FRQS pour tous les membres de l'équipe visés ainsi qu'être actualisé dans les 12 mois précédant la date limite du concours. Le fichier des « Contributions détaillées » doit être complété selon le format d'un des Fonds et joint à la demande de financement, dans la section appropriée du Portfolio du FRQS.

Veillez noter que si vous devez modifier le format de votre CV (changement de Fonds), la modification doit être faite un minimum de 24h avant la date limite sans quoi vous ne pourrez transmettre votre demande de financement.

Ajoutez les cochercheurs et les cochercheuses dont le statut en recherche est admissible selon les règles du programme. La description des statuts est présentée dans les [Règles générales communes des FRQ](#). Il s'agit des personnes dont le CV est pris en compte au moment de l'évaluation de la demande de financement. Les personnes ajoutées dans ce formulaire comme cochercheurs et cochercheuses reçoivent un courriel détaillant la procédure à suivre pour confirmer leur participation à la demande de financement et transmettre leur CV.

Préalablement à la transmission du formulaire au Fonds, les CV communs canadiens et les contributions détaillées des cochercheurs ou des cochercheuses concernés devront avoir été transmis dans leurs portfolios électroniques, *section CV commun canadien*.

L'établissement employeur indiqué doit être celui qui rémunère le cochercheur ou la cochercheuse.

Pour les personnes à l'emploi d'un centre collégial de transfert de technologie (CCTT), le collège de rattachement doit être identifié comme l'établissement employeur.

COCHERCHEURS ET COCHERCHEUSES - Statuts 1, 2 et 3 des Règles générales communes

Il est de la responsabilité du chercheur principal ou de la chercheuse principale de s'assurer que tous les cochercheurs et toutes les cochercheuses de statuts 1, 2 et 3 ont bien 1) confirmé leur participation via leur portfolio FRQnet, section *En tant que cochercheur*; 2) transmis au Fonds leur CV commun canadien à jour et 3) joint le fichier des Contributions détaillées à jour dans leur portfolio FRQnet, section *CV commun canadien*. Le tout doit être fait avant la date limite de l'établissement pour permettre la transmission du formulaire au Fonds. Consultez la page « Mes formulaires » et cliquez sur le lien de la colonne « Autres statuts » pour le vérifier.

(The list is empty)

Co-applicants list

AUTRES COCHERCHEURS ET COCHERCHEUSES - Statut 4 des Règles générales communes

Ajoutez ici les cochercheurs et les cochercheuses de la catégorie « Autres statuts en recherche » admissibles selon les règles du programme et qui n'entrent pas dans la catégorie des statuts en recherche 1, 2 ou 3 des RGC. Les personnes de statut 4a) doivent acheminer leurs CCV et leurs contributions détaillées en format PDF au chercheur principal ou à la chercheuse principale. Les personnes de statut 4b), c) et e) doivent acheminer un CV abrégé de deux pages en format PDF au chercheur principal ou à la chercheuse principale. Il est de la responsabilité de ce dernier ou de cette dernière de joindre l'ensemble des CCV et des contributions détaillées des statuts 4a) en un seul document, de joindre l'ensemble des CV abrégés et contributions détaillés des statuts 4 b) et c) et le CV abrégé pour les statuts 4e) en un seul autre document et de les déposer à la section Autres documents du présent formulaire. Ce dernier ou cette dernière doit également s'assurer que tous les cochercheurs et toutes les cochercheuses de statut 4 ont bien confirmé leur participation via leur portfolio FRQnet, section *En tant que cochercheur ou cochercheuse*. Le tout doit être fait avant la date limite de l'établissement pour permettre la transmission du formulaire au FRQS. Consultez la page « Mes formulaires » et cliquez sur le lien de la colonne « Autres statuts » pour le vérifier.

Le [tableau des exigences](#) ne s'applique pas pour le présent programme.

Note: Si un établissement n'apparaît pas dans la liste, demander un ajout en écrivant à: etablissement@frq.gouv.qc.ca
Mentionner clairement 1) le nom, le pays et la province de l'établissement demandé, 2) le nom du programme et 3) le titre de la section du formulaire où il est requis.

Name:

File number: 311148

(The list is empty)

Name:

File number: 311148

Collaborators

List the main collaborators, including your project partners.

A collaborator is a person invited by the principal investigator to provide a specific expertise to the project or research program for which funding is requested. Collaborators do not provide their CV and may not be delegated to manage part of the funds.

For eligible research statuses, check the program rules. For the definitions of statuses, refer to the FRQ Common General Rules in the "Status and roles" section.

If the institution is not listed, see the tooltip to request an addition. If the employee is not attached to any institution, select "No university affiliation".

There is no limit to the number of collaborators that can be listed here.

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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Name:

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Abstract

Should I receive funding in connection with this application, I agree to allow the FRQ to publicly release the abstract on this page and the title of the project, in whole or in part and by any means (websites, social media, etc.).

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

The FRQ will comply with all applicable copyright laws and 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**

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

Abstract in English

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Name:

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Abstract of projet

Describe your project using, to the extent possible, the following organization:

1. Research question – state of knowledge
2. Research objectives and hypotheses
3. Research plan and methodology
4. Expected results and outcomes

Please refer to the program rules for objectives and priority themes, if applicable.
A maximum of one (1) page is allowed.

| File name | Type of document | Date | Taille (Ko) |
|-----------|------------------|------|-------------|
|-----------|------------------|------|-------------|

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Description of projet

Describe your research project using, to the extent possible, the following organization:

1. Research question – state of knowledge
2. Research objectives and hypotheses
3. Research plan and methodology
4. Expected results and outcomes

Please refer to the program rules for objectives, priority themes and evaluation criteria.

A maximum of six (6) pages are allowed, including tables and figures but excluding bibliographic references.

| File name | Type of document | Date | Taille (Ko) |
|-----------|------------------|------|-------------|
|-----------|------------------|------|-------------|

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Bibliography

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

A maximum of three (3) pages 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.

| File name | Type of document | Date | Taille (Ko) |
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Roles of the team members

The role and research status of each team member must be well defined. For example, team members, including users, must adequately demonstrate that they are or will be actively collaborating on the proposed project and specify the amount of time allocated to the project or the level of involvement.

A maximum of two (2) pages are allowed.

| File name | Type of document | Date | Taille (Ko) |
|-----------|------------------|------|-------------|
|-----------|------------------|------|-------------|

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Projects benefits and knowledge transfer

Describe how your research project will help to achieve the objectives of this program in the short term in terms of acquiring knowledge and know-how and developing new concepts, models and methods. Describe your plan for dissemination of project results and knowledge transfer by specifying how the results might be used and who can make effective use of them. Refer to the program rules for more details.

A maximum of two (2) pages is allowed.

| File name | Type of document | Date | Taille (Ko) |
|-----------|------------------|------|-------------|
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Ethics

Indicate if your research Project involves:

***Check your choice**

- Participation of human beings.
- The use of human biological material (parts, products, tissue, cells, genetic materials, derived from a living or dead individual).
- Assisted procreation activities or the use of human embryos derived therefrom, within the meaning of the Act respecting clinical and research activities relating to assisted procreation (CQLR c. A-5.01).
- The use of administrative, scientific or descriptive data from human participants.
- Use of experimental animals, or animal parts, products or tissue.
- None of the above.

Environmental risk

*Indicate the level of environmental risk associated with the research (see the "Environmental Responsibility" section on our website) :

Since this section will not be accessible to evaluation committees, include all the information required by the program elsewhere in the funding application.

- 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.

Inclusion of gender and sex

Since this section will not be accessible to evaluation committees, include all the information required by the program elsewhere in the funding application.

***Indicate whether the research involves gender or sex-based analysis (see article 5.5 of the Common General Rules for more information) :**

- Yes, the notion of gender (sociocultural aspects) is taken into account.
- Yes, the notion of sex (biological aspects) is taken into account.
- No, the research does not take into account the notion of gender or sex.

Describe how the research takes into account the notion of gender or sex. If it does not, explain why.

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Budget

Describe the expenses for all relevant budget categories.

Please refer to the program rules for the maximum amount allowed and for details on eligible expenses. The maximum amount is taken into consideration in the validation of the page.

[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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File name

Type of document

Date

Taille (Ko)

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Financing obtained

Other funding obtained for the same project or research programming.

***Did you apply for or obtain any other source of funding for this project?** Yes No

Liste des financements

(The list is empty)

If you already have one or more funding sources for this same project or research program, justify and clearly explain the complementarity or possible overlap of the various funding sources.

Justification

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Interruption or slowing down of research

This section allows you to identify, if applicable, circumstances related to the COVID-19 pandemic that may have slowed or delayed your research activities (family obligations, illness, disability, bereavement, laboratory closure, increased time spent teaching or serving the community, etc.).

The description should include the reasons and start and end dates of the interruptions or periods of slowdown and their impact on this application, if any (e.g., on publications, grant applications, mentoring of incoming students, participation in scientific events, etc.).

**Circumstances specifically related to the
COVID-19 pandemic**

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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 **rules of the funding Program** 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 substantiated case of breach of responsible conduct of research in connection with my research activities, I agree that the final report following the complaint’s review, including my personal information, shall be transmitted to the FRQ so that the agencies may take appropriate measures. These measures may include sanctions related to the FRQ funding, as well as sanctions pertaining to my eligibility to receive FRQ funding. Should urgent intervention be required to prevent or red damages, the institution may communicate relevant information to the FRQ without awaiting the outcome of the consideration of the complaint.
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 *Privacy Statement for Applicants and Funding Holders*, hereinafter the *Statement* (see the DOCUMENTS tab).

- 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:

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Identification

I accept: Yes
 No

Instructions "Étape 1: Valider la transmission de votre formulaire afin de vous assurer que toutes les informations requises ont bien été complétées.

Étape 2: Transmettre votre formulaire avant la date limite de l'établissement. Suite à l'approbation par l'établissement, votre formulaire sera automatiquement transmis au FRQS.

NOTE IMPORTANTE: Il s'agit d'une transmission définitive. Après avoir transmis votre formulaire, aucune modification ne pourra y être apportée. "