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Research team support program (SE), 2016 fall competition

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Summary

Competition year :	2017-2018
Deadline (notice or letter of intent) :	June 30th, 2016, 4 PM
Deadline (application) :	October 21st, 2016, 4 PM
Amount :	\$30,000 to \$80,000 per year
Duration :	2 to 4 years
Announcement of results :	April 2017

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Do you have questions?

Maria Neagu
Responsable de programmes
Email : equipes.sc
418 643-7582, poste 3163

Toolbox

NOTICE OF INTENT

Notice of intent

QUICK ACCESS

Electronics forms and personal researcher account

Canadian Common CV

APPLICATION TOOLKIT

Formulaire de demande (for information)

Synthèses de la programmation scientifique, des collaborations et des activités scientifiques

Detailed contribution attachment to the Canadian common CV

Preparing a CV for the Fonds

REFERENCE DOCUMENTS

Program rules (For print)

Common General Rules

Responsible conduct of research

DETAILED PROGRAM FOR THE 2016 COMPETITION

This version was updated on April 18th, 2016, subject to the approval of the Minister of Economy, Science and Innovation.

NOTE

In the event of a discrepancy between the English and French versions of this program, the French version prevails.

Unless otherwise specified, the Common General Rules (CGR) apply throughout this document.

PLEASE NOTE the following changes to the program:

- **The Letter of intent has been replaced by a Notice of intent (5.1)**
- **Regular members can belong to up to two teams (4.2.2)**
- **The "Knowledge Mobilization" supplement is now available for Emerging teams (7.1.3)**

FOREWORD

The Research Team Support Program is intended for teams working in fields of research covered by the FRQSC. It provides support for the implementation and deployment of scientific programs while respecting the diversity of research practices, configurations and stages of development that characterize Québec research teams. The program is open to emerging and established university teams seeking to structure, advance and disseminate knowledge on a specific theme and partnership teams conducting research in collaboration with a practice setting. All teams that submit a scientific program for funding must be committed to the mobilization, transfer and valorization of the research results (see document **Stratégie de mobilisation des connaissances**).

1. **PROGRAM OBJECTIVES**
2. **THREE TEAM DEVELOPMENT STAGES**
3. **TWO TEAM CONFIGURATIONS**


Assistance informatique

4. **TEAM MEMBERSHIP AND MEMBER ELIGIBILITY**
5. **TEAM APPLICATION**
6. **EVALUATION**
7. **FUNDING OFFERED**
8. **EFFECTIVE DATE**
9. **APPENDIX**

1. PROGRAM OBJECTIVES

1.1 General objectives

The general objectives of the program are to:

- Support concerted efforts and collaboration to further develop research themes and increase research capabilities;
- Provide research teams and their partners in practice settings, where applicable, with access to joint infrastructures;
- Maximize theoretical, methodological (teaching and research) and practical (applications and innovation) benefits;
- Create participation and integration opportunities for postdoctoral research fellows and new researchers;
- Optimize graduate and postgraduate student training and mentoring;
- Help train undergraduate students by involving them in research activities whenever possible;
- Urge researchers to carry out knowledge transfer activities as outlined in the Fonds' knowledge **mobilization strategy**  (Stratégie de mobilisation des connaissances).

Teams must meet these objectives by deploying a series of structuring activities based on a **scientific program**.

SCIENTIFIC PROGRAM

A scientific program is different from a research project and must be based on a **research theme** developed through **specific thrusts** driven by research **projects funded through other sources**. The scientific program must be designed to evolve over time and foster the **significant and collective contribution** of members to the team's work and activities. **sources**. The scientific program must be designed to evolve over time and foster the **significant and collective contribution** of members to the team's work and activities.



2. THREE TEAM DEVELOPMENT STAGES

Teams that apply for funding under this program must choose the team development stage corresponding to their situation: "Emerging", "Operational" or "Renewal".

2.1 "Emerging"

Emerging team funding is aimed at researchers who have joined forces to establish a research team whose work will be focused on a specific theme. Teams must plan a schedule of activities that will enable them to develop a four-year scientific program by the end of the two-year emergence grant. Emerging teams must choose the "University" configuration. Teams seeking to develop a program in collaboration with a practice setting in order to eventually constitute a partnership team must cement their ties with the practice setting during the emergence period. Emergence funding provides team s with the means to organize and implement activities to consolidate their scientific program and enhance the team's activities and collaborations in terms of publications, joint funding, event organization, student and young researcher integration, partnership consolidation, etc.

At the end of the grant period, Emerging teams must be fully operational. A team may then submit a grant application as an "Operational" team and select a configuration based on its research practices ("University" or "Partnership" team). However, Operational team funding is not conditional upon previous Emerging team funding.

2.2 "Operational"

Operational team funding is aimed at teams whose Emerging team funding has come to an end and at established teams that have never received Emerging team funding under this program. The Operational team must have a four-year scientific program that brings together a range of activities including current and future research projects. Operational teams must also be ready to generate and maintain a consistent level of activity and collaborations (e.g. through joint funding, research projects and publications, events organized in partnership, the integration of students and young researchers

and the launch of new partnerships, if applicable).

Teams that have received a previous Operational team grant may only reapply as an Operational team if fewer than 50% of the regular members who were part of the team on April 1 of the last year in the previous grant period are still part of the team by the competition deadline.

A team that has received a previous "Operational" team grant may only reapply as an Operational team if it includes fewer than 50% of the regular members who were part of the team on April 1 of the last year of funding.

2.3 "Renewal"

Renewal team funding is aimed at teams that meet Operational team requirements and which have received at least one cycle of infrastructure funding as an Operational or a Renewal team. To apply as a Renewal team, the team's report must demonstrate a consistent level of activity and collaborations (e.g. through joint funding, research projects and publications, events organized in partnership, the integration of students and young researchers and the launch of new partnerships, if applicable) attributable to the previously awarded grant.



3. TWO TEAM CONFIGURATIONS

Operational and Renewal teams must select one of the two following configurations: "University" team or "Partnership" team. The configurations do not apply to Emerging teams.

University teams

The primary goal of a University team is to deploy a scientific program based on a broad scientific theme in an effort to make innovative contributions to knowledge structure and advancement. In order to do so, teams must give priority to collaborations between regular team members, bring together relevant complementary expertise and include students and young researchers.

Partnership teams

In addition to meeting university team requirements, Partnership teams must foster collaborations between a practice setting and university or college settings. Partnership teams must take partners' needs into account when developing their scientific program and work towards meeting these needs. The participation of the practice setting is not limited to and does not necessarily require a financial contribution on its part.

The Partnership team must demonstrate that it has developed close collaborations between the university and college settings, where applicable, and the practice setting at all phases of the scientific program. The processes associated with the deployment of the partnership research program must create enduring ties between these settings. Practice settings may be public, community or private organizations or institutions involved in various sectors or in the development of goods or services.

Organizations dedicated exclusively to scientific research do not constitute eligible practice settings. However, when partners whose work includes research (such as affiliated university centres and institutes) are chosen as practice settings, the Partnership team must **clearly describe the partner's specific contribution as a research partner and practice setting.**

Teams collaborating with practice settings on knowledge transfer activities, but that have not developed mechanisms to ensure the participation and integration of the practice setting at all program phases, should consider applying as a University team.



4. TEAM MEMBERSHIP AND MEMBER ELIGIBILITY

4.1 Composition

4.1.1 Lead researcher and regular members

NOTE : For definitions of regular and collaborating members, refer to Appendix 1. For researcher status definitions, refer to Appendix 1 (b) of the [CGR PDF](#).

Each team must include **at least four (4) regular members** with university (CHU, CHUN, CRU, CRUN, CHUT, CHB), college (CHC) or institutional (CE) researcher status (Appendix, [Commun General Rules PDF](#)), including the lead researcher. The lead researcher must have CHU, CHUN, CRU or CRUN status.

In addition to the minimum four researchers mentioned above, teams may include regular members

who are government researchers (CHG), collaborating practitioners (COP), research practitioners (PC) or affiliated researchers (CHA).


Exception

The Fonds recognizes that there are fields in which expertise is rare. In such cases, teams of three regular member university and/or college researchers may be eligible, with appropriate justification. Teams in this situation must contact the program officer at the FRQSC before submitting a notice of intent.

4.1.2 Collaborating members

In addition to its regular members, a team may include collaborating members with the following statuses: CHU, CHUN, CRU, CRUN, CHUT, CHB, CHC, CE, CHG, COP, PC, CHA, CHI, CHH, VIS, CHS, STP.

4.2 Member eligibility

The lead researcher must meet the general eligibility requirements set out in Section 2 of the [CGR](#)  [PDF](#) and all program requirements.

4.2.1 Intersectorality and memberships to different types of teams

Researchers who lead or who are regular members of major infrastructures funded by the FRQSC (university institute, affiliated university centre or strategic cluster), the FRQNT (strategic cluster) or the FRQS (research centre or group) may join a research team funded under the *Research Team Support Program* as a regular member or lead researcher.

4.2.2 Membership in two teams funded by the FRQSC

A researcher may not lead more than one team funded by or in competition for the FRQSC Research Team Support Program. On the other hand, other regular members may belong to up to two teams funded by or in competition for the program. In accordance with the definition provided in Appendix 1, a regular member must dedicate 40% or more of his/her research time to pursuing the team's scientific program. Furthermore, no more than 20% of the regular members of a given team may belong to more than one team. This implies that, in order for a researcher to belong to more than one team, the team must have at least five regular members




5. TEAM APPLICATION

There are two distinct and mandatory steps to submitting a team application: 1) the notice of intent and 2) the grant application.

5.1 Notice of intent

5.1.1 Notice of intent: purpose and processing

The main purpose of the notice of intent is to provide the FRQSC with the information required to assemble peer committees that will assess the grant applications. The notice of intent will not be used to assess the eligibility or merit of a team or its scientific program.

It is the responsibility of the lead researcher to submit the notice of intent to the appropriate Fonds, on the basis of the research areas of the three Fonds. For the rules that apply in the event that an application is sent to an inappropriate Fonds, refer to the [CGR](#)  [PDF](#), Section 3.1.

5.1.2 Content and transmission of the notice of intent

The two-page notice of intent provides the Fonds with information about the managing institution, the configuration and stage of development of the team and the names of the lead researcher and regular members. It includes the title and abstract of the scientific program, and must indicate keywords and the research fields addressed by the application and propose the names of five experts able to evaluate it.

The notice of intent form is available on the [FQRSC website](#) , in the "Toolbox" section.

The notice of intent must be sent by e-mail to documents.equipes.sc@frq.gouv.qc.ca, **no later than 4:00 p.m. on June 30, 2016**. All teams who submit a notice of intent will receive confirmation by e-mail.

The lead researcher must ensure that the notice of intent is submitted within the prescribed time, and that it is complete and in compliance with program specifications. A notice of intent that fails to meet these requirements will not be considered.

The filing of a notice of intent is a necessary condition for submitting a grant application.

5.2 Grant application

5.2.1 Content of the grant application

The grant application consists of the following FIVE required documents, and may also include

additional documents:

1. **Grant application e-form (including budget), available on the website of the Fonds**

- Electronic transmission via the researcher's account on the **FRQSC Website**.

2. **CVs of regular members**

- Electronic transmission via the Web site of the **Canadian Commun CV**.

All regular members have to attach to their CCV the *Fichier joint des contributions détaillées* available on the program's web site, in the Toolbox. Once completed, this document should be attached to the application form via the *Dossier du chercheur au FRQSC*, section Common Canadian CV.

Exception

Regular members with COP status (collaborator in a practice setting) are exempt from submitting a CCV. However, they must submit an abridged resume (maximum two pages) that provides an overview of 1) their training; 2) their experience and 3) their publications and scientific output where applicable (in that order). "The abridged resumes must be created using word processing software, converted to PDF format and submitted via e-mail to **documents.equipes.sc@frq.gouv.qc.ca** by the competition deadline."

3. **Satisfaction of evaluation criteria**

- Attach to the application e-form, in the section "Description de la programmation".

In a separate file, the team must explicitly address all evaluation criteria that apply to its stage of development and configuration. The information must be presented in separate sections, following the title and order of the evaluation criteria. The number of pages is based on the type of team, as specified in the table below :

Configuration	Stage of development	Number of pages
N/A	Emerging	10 pages + bibliography
University	Operational	10 pages + bibliography
Partnership	Operational	12 pages + bibliography
University	Renewal	12 pages + bibliography
Partnership	Renewal	14 pages + bibliography

4. **Bibliography**

"In addition to the number of pages indicated above, the team must include a bibliography listing the texts cited as references, especially those pertaining to the state of the knowledge in the field."

The team must provide a **bibliography** (no page limit) listing the texts cited as references in the program presentation.

5. **The file "Synthèse de la programmation scientifique, des collaborations et des activités scientifiques"**

Available on the program web page, in the "Toolbox" section.

"Transmission via the application e-form"

This file contains several summary tables and is intended to provide evaluators with an overview of the collaborations and activities of regular members as they pertain to the proposed scientific program. It is essential for presenting the team's main collective achievements.

5.2.2 **Additional documents**

Partnership teams and teams that include retired researchers, researchers who do not hold a PhD and researchers who are not Canadian citizens or permanent residents must submit additional documents. Additional documents must be sent to the lead researcher, who must send them to **documents.equipes.sc@frq.gouv.qc.ca** .

PROOF(S) OF PARTNERSHIP:

Partnership teams must submit at least one document that constitutes a proof of partnership. This

document may take different forms, from a letter of support from a partner to a signed formal partnership agreement between the researchers and partner(s). A team may include several relevant proofs of partnership to demonstrate the nature of its collaborations. The documents must be concise, contain information that pertains to the partnership evaluation criterion and describe the terms of the partnership that will foster the attainment of the joint objectives. When there is a pre-existing partnership agreement between the researchers and partners, the team must only submit the sections of the agreement that meet the aforementioned requirements and the partnership evaluation criterion, including the section pertaining to signatures. Whenever applicable, the Fonds recommends that grant applicants ensure that the terms of their partnership are in keeping with the regulations set out by their institutions. This or these documents will be used exclusively to evaluate the quality of the partnership. **Teams must submit at least one document attesting to the partnership. Applications that do not include an attestation document will be deemed ineligible.**


LETTER CONFIRMING RETIRED UNIVERSITY RESEARCHER STATUS (CHUT)

Regular members with the status of retired university researcher must provide a letter from the university certifying attesting to this status. The letter must indicate that prior to his/her retirement, the retired researcher had CHU status in keeping with FRQSC status requirements and that, for the term of the grant, he/she will have access to the facilities and logistical support required to carry out research activities and that he/she will continue to train students and young researchers in the field, where applicable.


DOCTORAL EQUIVALENT

University researchers (regular team members) who do not hold a PhD and who do not have a status equivalent to that of full-time professor within a university must provide a letter from a university institution attesting that the researcher holds the **equivalent of a PhD** and is authorized to **supervise graduate students**

PROOF OF LEGAL STATUS IN CANADA AND STEPS TAKEN TO OBTAIN PERMANENT RESIDENCY

Notwithstanding the **CGR**  **PDF**, Section 2.1, regular team members who are not Canadian citizens or permanent residents of Canada must provide electronic copies of official documents attesting that a permanent residence application has been submitted to the appropriate authorities, AND that the member holds a permit attesting that he/she has legal status and the right to work in Canada.

5.2.3 Grant application presentation standards

The grant application may be filled out in French or English. However, the title and summary must be in French, failing which the application will be deemed invalid. (**CGR**  **PDF**, Section 3.5)

All documents submitted in a language other than French or English must include a certified translation.

The documents submitted with the e-forms must be single-spaced. The application must use a format that is clear and legible. The following fonts are recommended: Times (12 point), Palatino (12 point), Arial (11 point), Helvetica (11 point). Narrow fonts are discouraged as they make documents difficult to read and evaluate. Text exceeding the number of pages allowed will be discarded before evaluation. No protected PDF files will be accepted.


Only the official program e-form, Canadian Common CVs, attachments and required additional documents will be accepted.

5.2.4 Online references

Applicants may include URLs referring to information contained in the application as bibliographic references. URLs may also be listed in the bibliography. However, grant applications must not be based in whole or in part on online content to be consulted by the evaluators.

5.2.5 Deadline


All grant applications must be submitted electronically by **4 p.m. on October 21, 2016**. **All instructions regarding electronic transmission must be respected.**

The applicant bears full responsibility for the application package and must ensure that it is complete and meets all requirements of the desired program. No document transmitted after the deadline or document that is not required will be submitted to the evaluation committee (**CGR**  **PDF**, Section 3.)



6. EVALUATION

6.1 Peer evaluation process

Grant applications are evaluated by multidisciplinary committees. For more information concerning the composition and role of the evaluation committees, conflicts of interest and the integrity of the evaluation process, please refer to the **CGR**  **PDF**, Section 4.

The evaluation process is twofold. First, three members of the evaluation committee will assess each

application. Then, the committee members will meet to share their comments on each application in order to reach a committee consensus. Like the Fonds, the evaluation committee may deem an application ineligible based on its non-compliance with program rules and objectives. Each committee then ranks the candidates based on the scores awarded to each application.

Once the committees have completed their evaluation, the Fonds produce an overall ranking of all applications recommended for funding using standardized z-scores. The use of z-scores ensures maximum comparability across the different committees operating under the program.

6.2 Partnership team evaluation: Additional criterion

For partnership teams, a committee of experts in collaborative research with practice settings assess the partnership (*Partenariat*) criterion and award a partnership score. The partnership team applications are then sent to the multidisciplinary evaluation committee, which evaluates and grade the other criteria. The partnership score is added to establish an overall score. The evaluation of the partnership criteria is independent of the assessment of the other criteria by the multidisciplinary committee. The two committees are separate and their decisions do not influence each other. During the evaluation period, the Fonds reserves the right, through its evaluation or partnership expert committees, to contact partners to verify the information provided about them by the partnership team.

6.3 Evaluation criteria and indicators

All teams will be assessed according to three criteria that constitute the basis of the evaluation process:

- Scientific program
- Team members
- The added value of the grant requested

In addition, criteria and indicators with specific weighting have been set out to ensure that the evaluation process is adapted to the teams' configurations and stages of development. In order to receive a recommendation for funding, a team must be awarded an overall score of 70% or more and obtain at least 70% for each eliminatory criteria.

The team's **budget estimates** must provide a clear indication of the team's intentions with regards to the structure of its activities. As such, the relevance of the budget to the application will be taken into account in the evaluation process.

PLEASE NOTE

Grant applications are evaluated solely on the basis of the information submitted in the application process. **Applicants must therefore ensure that the documents submitted contain all necessary information to be taken into account when assessing the grant application.**

The following criteria and indicators will apply based on the team's configuration and stage of development.

Emerging team		
Criteria	Indicators	Weighting
Scientific program (eliminatory criterion)	<ul style="list-style-type: none"> ▪ Quality of the presentation of the state of knowledge ▪ Scope of the theme 	20
	<ul style="list-style-type: none"> ▪ Innovation in the thematic approach ▪ Complementarity of thrusts 	20
	<ul style="list-style-type: none"> ▪ Relevance of the schedule and quality of the collaborative activities and means implemented to develop the program to its full deployment within a two-year period 	10
Composition	<ul style="list-style-type: none"> ▪ Skills, leadership and experience of the lead researcher 	15
	<ul style="list-style-type: none"> ▪ Experience and accomplishments of team members ▪ Complementarity of team members' expertise ▪ Quality of team members' collaborations 	15
	-	

Added value of the grant	<ul style="list-style-type: none"> ▪ Added value of the funding to: <ol style="list-style-type: none"> 1. Team needs 2. Other resources (human, material, financial) to which the team has access 	20
		100

Operational university team		
Criteria	Indicators	Weighting
Scientific program (eliminary criterion)	<ul style="list-style-type: none"> ▪ Quality of the presentation of the state of knowledge ▪ Scope of the theme ▪ Relevance of the theoretical and conceptual tools 	25
	<ul style="list-style-type: none"> ▪ Innovation in the thematic angles of approach ▪ Complementarity of thrusts ▪ Intensity of the scientific activity within the thrusts 	25
Composition and coordination	<ul style="list-style-type: none"> ▪ Skills, leadership and experience of the lead researcher ▪ Relevance of the mechanisms to coordinate the team's work 	15
	<ul style="list-style-type: none"> ▪ Experience and accomplishments of team members ▪ Complementarity of team members' expertise ▪ Quality of team members' collaborations 	15
Student integration	<ul style="list-style-type: none"> ▪ Diversity and quality of the means to integrate students in an effort to enhance the research training programs for postdoctoral fellows and graduate and undergraduate students beyond standard study programs 	10
Added value of the grant	<ul style="list-style-type: none"> ▪ Added value of the funding to: <ol style="list-style-type: none"> a. Team needs b. Other resources (human, material, financial) to which the team has access 	10
		100

Renewal university team		
Criteria	Indicators	Weighting
Team progress report (eliminary)	<ul style="list-style-type: none"> ▪ Number, variety and quality of team activities and accomplishments attributable to the grant 	10%
	<ul style="list-style-type: none"> ▪ Contribution of the team's activities and accomplishments to: <ol style="list-style-type: none"> a) structuring the theme 	

critereon)	b) ensuring the evolution of the scientific program during the funding period	10%
Scientific program	<ul style="list-style-type: none"> ▪ Quality of the presentation of the state of knowledge ▪ Scope of the theme ▪ Relevance of the theoretical and conceptual tools 	20%
(eliminary criterion)	<ul style="list-style-type: none"> ▪ Innovation in the thematic angles of approach ▪ Complementarity of thrusts ▪ Intensity of the scientific activity within the thrusts 	20 %
Composition and coordination	<ul style="list-style-type: none"> ▪ Skills, leadership and experience of the lead researcher ▪ Relevance of the mechanisms to coordinate the team's work 	10%
	<ul style="list-style-type: none"> ▪ Experience and accomplishments of team members ▪ Complementarity of team members' expertise ▪ Quality of team members' collaborations 	10%
Student integration	<ul style="list-style-type: none"> ▪ Diversity and quality of the means to integrate students in an effort to enhance the research training programs for postdoctoral fellows and graduate and undergraduate students beyond standard study programs 	10
Added value of the grant	<ul style="list-style-type: none"> ▪ Added value of the funding to: <ol style="list-style-type: none"> a. Team needs b. Other resources (human, material, financial) to which the team has access 	10
		100

Operational partnership team		
Criteria	Indicators	Weighting
Scientific program	<ul style="list-style-type: none"> ▪ Quality of the presentation of the state of knowledge ▪ Scope of the theme ▪ Relevance of the theoretical and conceptual means 	15
(eliminary criterion)	<ul style="list-style-type: none"> ▪ Innovation in the thematic angles of approach ▪ Complementarity of thrusts ▪ Intensity of the scientific activity within the thrusts 	15
Composition and coordination	<ul style="list-style-type: none"> ▪ Skills, leadership and experience of the lead researcher ▪ Relevance of the mechanisms to coordinate the team's work 	15
	<ul style="list-style-type: none"> ▪ Experience and accomplishments of team members ▪ 	15

	<ul style="list-style-type: none"> Complementarity of team members' expertise Quality of team members' collaborations 	
Student integration	<ul style="list-style-type: none"> Diversity and quality of the means to integrate students in an effort to enhance the research training programs for postdoctoral fellows and graduate and undergraduate students beyond standard study programs 	10
Added value of the grant	<ul style="list-style-type: none"> Added value of the funding to: <ul style="list-style-type: none"> a. Team needs b. Other resources (human, material, financial) to which the team has access 	10
Partnership	<ul style="list-style-type: none"> Relevance of the choice of partner setting(s) and collaboration terms; effective commitment of partner setting(s) 	10
(eliminary criterion)	<ul style="list-style-type: none"> Relevance of the scientific program as it pertains to the partner's needs and objectives and quality and expected mutual benefits 	10
		100

Renewal partnership team		
Criterion	Indicator	Weighting
Team progress report	<ul style="list-style-type: none"> Number, variety and quality of team activities and accomplishments attributable to the grant 	10
(eliminary criterion)	<ul style="list-style-type: none"> Contribution of the team's activities and accomplishments to: <ul style="list-style-type: none"> a) structuring the theme b) ensuring the evolution of the scientific program during the funding period 	10
Scientific program	<ul style="list-style-type: none"> Quality of the presentation of the state of knowledge Scope of the theme Relevance of the theoretical and conceptual means 	10
(eliminary criterion)	<ul style="list-style-type: none"> Innovation in the thematic angle of approach Complementarity of thrusts Intensity of the scientific activity within the thrusts 	10
Composition and coordination	<ul style="list-style-type: none"> Skills, leadership and experience of the lead researcher Relevance of the mechanisms to coordinate the team's work 	10
	<ul style="list-style-type: none"> Experience and accomplishments of team members Complementarity of team members' expertise 	10

	<ul style="list-style-type: none"> Quality of team members' collaborations 	
Student integration	<ul style="list-style-type: none"> Diversity and quality of the means to integrate students in an effort to enhance the research training programs for postdoctoral fellows and graduate and undergraduate students beyond standard study programs 	10
Added value of the grant	<ul style="list-style-type: none"> Added value of the funding to: <ul style="list-style-type: none"> a. Team needs b. Other resources (human, material, financial) to which the team has access 	10
Partnership	<ul style="list-style-type: none"> Relevance of the choice of partner setting(s) and collaboration terms; effective commitment of partner setting(s) 	10
(eliminary criterion)	<ul style="list-style-type: none"> Relevance of the scientific program as it pertains to the partner's needs and objectives and quality and expected mutual benefits 	10
		100

6.4 Announcement of the results

In addition to the provisions in Section 4.4 of the [CGR PDF](#), the names of the winners will be announced in April of the year following the submission of the grant application. The decisions of the Board of Directors of the FRQSC are sent to the selected institutions and grant applicants in accordance with the procedure set forth in the [CGR PDF](#) (Section 5.1). For further information concerning the results, applicants should contact the research office of their institution, consult the Web site of the Fonds or contact the program officer.

As stipulated in the [CGR PDF](#), all decisions by the Board of Directors of the FRQSC are final and without appeal.



7. FUNDING OFFERED

7.1 Nature of the funding, base grant, optional and supplementary funding

7.1.1 Nature of the funding

The grants awarded under this program are infrastructure-type allocations to cover operating costs and other expenses that are not included in the infrastructure allocations from other funding sources (such as strategic cluster, institute or affiliated university centre funding, if applicable). The relevance of the requested funding will be assessed as part of the team evaluation, especially as it pertains to the added value criterion.

Operational and renewal teams must receive external funding in order to carry out the research projects undertaken as part of their scientific program.

The expenses incurred to complete the various phases of a research project, including salaries for data collection/analysis, are not eligible. Teams that allocate funds to such expenses in their budget may be deemed ineligible.

However, despite the preceding paragraph, to enhance the leverage effect of the grant and the dissemination of the knowledge generated by the scientific program, up to 20% of the base grant may be allocated to launching (e.g. carrying out a preliminary study, filling out grant applications) or finalizing (e.g. drafting and editing findings for dissemination) projects carried out as part of the team's program and which **constitute collaborations between at least two regular members.**

7.1.2 Base grant

The base grant is attributed based on the team's configuration and, in the case of operational and renewal teams, on the number of regular members. The table below outlines the maximum grants available to teams according to team characteristics.

Stage of development	Number of regular members	Maximum base grant	Grant period
Emergence	4 or more	\$30,000	2 years
Operational or renewal	4 to 6	\$50,000	4 years
	7 or 8	\$60,000	
	9 to 12	\$70,000	
	13 and over	\$80,000	

The base grant is attributed based on the program and budget presented by the team. An evaluation committee may exceptionally recommend that a grant be awarded to an operational or renewal team for a period of less than the standard grant period.

Each amount in the base budget must be justified in the section of the application form provided for that purpose.

7.1.3 Optional funding

Optional funding may be granted in addition to the base amount according to a team's configuration and stage of development, based on need.

Any optional funding must be justified in the section of the application form provided for that purpose.

EQUIPMENT

Funds to purchase or rent the equipment required to carry out the research program. The equipment must be intended for use in more than one research project. The optional amounts requested to rent or purchase equipment will be granted based on the following indicators:

- Justification of the need for the equipment in order to carry out research activities planned in the program;
- Availability of similar equipment in the lead researcher's host institution, other university institutions or partner facilities.

INTERREGIONAL TEAMS

Funds to cover the costs incurred due to the geographic distance between regular team members (travel, videoconferencing, etc.). To qualify as interregional, the team must include researchers based at institutions other than that of the lead researcher and in different administrative regions, as defined by the government of Québec. In justifying these costs, the team must specify how it intends to ensure the full participation of all regular members, whatever their distance from the lead researcher's host institution.

KNOWLEDGE MOBILIZATION

Funds to support activities for the exchange, sharing and valorization the research results of the activities and projects carried out as part of the scientific program. The optional amounts requested for transfer and development must be part of a transfer plan that is coherent with the activities carried out as part of the scientific program.

PARTNERSHIP

Funds for partnership teams to manage and coordinate joint activities involving the practice setting. The optional amounts requested for partnership activities must facilitate full and enhanced collaborations between the university and college researchers, where applicable, and the partner practice setting.

Maximum optional annual grants based on team configuration

Stage of development	Configuration	Equipment	Interregional	Transfer and development	Partnership

Emerging	N/A	\$4,000	Up to \$3,000 per university, excluding the managing institution, to a total of \$10,000	\$10,000	N/A
Operational or renewal	University	\$9,000		\$20,000	N/A
	Partnership	\$9,000		\$20,000	\$40,000

7.1.4 Additional funding for college researchers*

Statutory amount for a college researcher	The funding is to be used exclusively by the college researcher who is a regular member, to cover the costs of his/her research activities (this funding is distinct from the sums granted for a release from teaching duties). Fixed amount: \$7,000/year
Release from teaching duties for a college researcher	Release of up to 50% of a full course load, up to \$40,000 per year.

*This additional funding is subject to budget availability under the *Program to release college researchers from their teaching duties*. Researchers interested in obtaining this additional funding are invited to contact the FRQSC to verify the availability of funding before submitting their application.

7.2 Eligible budget items^[1]

PLEASE NOTE: The following table provides an overview of eligible budget items. The table to be completed in the funding application is set out in greater detail.

	Base grant	Optional funding				
		Equipment	Partnership ^[2]	Transfer and development	Interregional team	CHC 7 000\$
Remuneration						
Release from teaching duties (lead researcher)						
Release from teaching duties (partner)						
Undergraduate students						
Master's students						
PhD students						
Postdoctoral research fellows						
Research professionals						
Research technicians						

Administrative staff						
Scholarships and scholarship supplements ^[3]						
Undergraduate students						
Master's students						
PhD students						
Postdoctoral research fellows						
Professional fees						
Visiting researchers						
<ul style="list-style-type: none"> ▪ Guest speakers 						
<ul style="list-style-type: none"> ▪ Consultants 						
Other						
Travel and accommodation fees						
Materials, supplies, and equipment (no information technology related)						
Computer supplies, telecommunication and data banks						
Dissemination of research outcomes, reproduction, publishing, reprography or translation						

For more information concerning admissible and non-admissible expenses, please refer to the **CGR PDF**, section 8.

[1] Research project expenses, including hiring and travel for data collection and analysis, are not eligible. The grant officer will not reimburse teams that incur such expenses.

[2] Partnership teams only

[3] The amounts must not constitute remuneration for work.



8. EFFECTIVE DATE

These rules apply to the 2017-2018 fiscal year.

UPDATED APRIL 18, 2016

Programs rules (For print) PDF



9. APPENDIX

Team member categories

— Regular member

Regular members are solely or jointly responsible for one or several thrusts, projects or activities associated with the program. A regular member must dedicate at least 40% of his/her research time to pursuing the scientific program.

— Collaborating member

Collaborating members contribute on an occasional basis to the activities and projects associated with the program. As they are not part of the regular team structure, their CCVs do not need to be included with the application and their scientific production is not evaluated.



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