

POSTDOCTORAL RESEARCH-CREATION FELLOWSHIP (B5)

Program officer

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This program refers to the Common Rules and Regulations ([CRR](#)), which are applicable to all programs of the FROSC. Only the special conditions applicable to the Postdoctoral Research-Creation Fellowship program are indicated in this document and these prevail over the [CRR](#) (p.1). In addition to compliance with the [CRR](#), applicants must meet all special eligibility requirements applicable to the program at the time of submission of their application. Likewise, fellowship holders are required to comply with the terms governing the use of the fellowship for its entire duration.

Applicants who contact the Fonds via e-mail must include a telephone number at which they can be reached. Priority will be given to e-mail requests.

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

IMPORTANT NOTE

Important changes have been made to the "Applications" section. All required documents must now be transmitted as an attachment to the electronic fellowship application form. No reminder will be made and no supporting documents may be added after the closing date and time specified for each competition.

The Fonds uses the Canadian Common CV (<https://ccv-cvc.ca/>) and requires a PDF file of detailed contributions (in "Votre dossier"). Refer to [Preparing a CV for the Fonds](#) and [Detailed contributions attachment to the Canadian Common CV](#) for more details.

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1. PROGRAM OBJECTIVES

- contribute to the creation of a sustainable pool of researchers/creators within the artistic and academic communities.
- help new doctoral graduates strengthen their research skills, enhance their creative processes and promote and disseminate their work. The postdoctoral internship must therefore constitute an added-value to the applicant's research-creation doctoral work.
- foster applicant mobility towards stimulating and dynamic artistic and academic environments in terms of research-creation.

The Fonds Société et culture defines research-creation as research activities or approaches that foster the creation or interpretation/performance of literary or artistic works of all kinds. For the purposes of this program, interpretation is creation and is not meant to be an intellectual process to analyze the work of a creator.

Research-creation in art and literature is based on ongoing creative practice – the reflective process that leads to the development and creation of original works and productions and the dissemination of these works in various forms. Research-creation must contribute to development of a field through the renewal of knowledge or expertise and of aesthetic, technical, instrumental and other types of innovations. Peers must view these activities as contributing to:

- The development of each of the artistic fields, provided that the work, process, style, form of expression or presentation, technology, material, repertory or interpretive style is developmental, original, innovative, renewing or probing in light of the state of the art in the field;
- Greater recognition by the public, academia and members of the art and literature community;
- The enrichment of the cultural heritage of Québec, Canada and/or the international community.

2. ELIGIBILITY CRITERIA

Applicants must meet all eligibility requirements by the competition deadline on October 10, 2014, 4 p.m.

2.1 Eligibility period and target group

This program is intended for applicants who obtained their doctorate in the five years prior to the competition deadline OR who will first submit their no later than **March 31, 2016**, the deadline by which fellowship payments must begin.

2.2 Eligibility period exceptions

Exceptions regarding postdoctoral fellowship eligibility periods will only be made for circumstances beyond the applicant's control. Applicants may suspend or postpone their studies for parental leave, sick leave for serious illness, family obligations or because of a disability. In all such cases, supporting documents must be transmitted along with the application, in the block of attachments intended for this purpose (see 3.3).

Parental leave for family obligations

Applicants who suspend or postpone their studies for a parental leave or other serious family obligations may ask to extend their eligibility period for up to 12 months.

Persons with a disability

Eligibility requirements do not apply to persons with a disability under the *Act to secure handicapped persons in the exercise of their rights with a view to achieving social, school and workplace integration* (CQLR c. E-20.1).

The Fonds reserves the right to refuse any exception requests that contain insufficient information or justification.

2.3 Citizenship and place of residence

As indicated in section 2.1 of the [CRR](#), the applicant must be a Canadian citizen or permanent resident within the meaning of the *Immigration and Refugee Protection Act, 2001, c. 27* and domiciled in Québec for at least six months at the competition closing date. The applicant must demonstrate that he/she is domiciled in Québec (a resident of Québec) within the meaning of the *Health Insurance Act and the Regulation respecting eligibility and registration of persons in respect of the Régie de l'assurance maladie du Québec*, or the *Québec Taxation Act* and the *Regulation respecting the Taxation Act*.

In addition, applicants who are not Canadian citizens or permanent residents must demonstrate, at the time of submission of their fellowship application, that a Québec Selection Certificate (QSC) application has been made to the appropriate authorities in view of obtaining permanent resident status.

To receive a Postdoctoral Research-Creation Fellowship, the applicant must be a Canadian citizen or permanent resident of Canada and be domiciled in Québec for at least one year. Applicants who do not meet these requirements must confirm resident status before financial support can begin. If the applicant is unable to obtain citizenship or resident status before March 1 of the year following the offer of financial support, the scholarship will be cancelled. Residents of other Canadian provinces who have only a medical insurance card or residence card from their home province are not eligible.

2.4 Restrictions

Applicants may only hold an award or fellowship from one of the Fonds (section 3.1 of the [CRR](#)). Applicants who have received or are currently receiving postdoctoral research-creation funding from a recognized Québec or Canadian funding agency (for example: SSGRC, NSERC, CIHR, FRQSC, FRQNT, FRQS, FCAR, CQRS, etc.) are not eligible for this competition.

2.5 Place of tenure

The postdoctoral research-creation fellowship may be carried out in an artistic and/or academic environment. The host organization must enable applicants to enhance their research-creation prospects and expose them to new approaches in a quality research-creation environment.*

Possible organizations include arts centres, cultural outreach agencies, cultural magazines and universities with programs that foster research-creation. The research-creation project may also be a collaboration with an artist or a group of artists. Applicants are encouraged to have their internship co-supervised by members of the artistic and the academic communities. However, the Ph. D supervisor/co-supervisor cannot supervise the postdoctoral training.

Internationally-recognized host organizations outside Québec are recommended and preferred. A postdoctoral fellowship may be carried out in a Québec institution providing that the project brings an added value to the applicant's doctoral training and this choice is clearly justified. A fellowship holder may not carry out his/her internship in the institution from which he/she obtained his/her doctorate.

* The host organization agrees to provide conditions that are conducive to artistic creation, production and dissemination. In certain cases, workspaces (e.g. studios) and the other material resources needed for the internship will therefore be required. The organization must provide an environment that fosters enriching exchanges between creators and collaborators.

2.6 Paid leave

Applicants on a sabbatical or study leave with pay that exceeds 50% of their regular salary are not eligible. However, this restriction does not apply to those on leave with deferred pay.

2.7 Eligible artistic fields

Proposals must be in one of the following fields:

- research-creation in architecture;
- research-creation in electronic arts and multidisciplinary arts;
- research-creation in visual arts;
- research-creation in film and video;
- research-creation in dance, computerized choreography and video-dance;
- research-creation in design;
- research-creation in literature;
- research-creation in music;
- research-creation in theatre.

3. APPLICATIONS

As indicated in section 3.2 of the [CRR](#), scholarship applications must be filled out using the program's application e-form on the Web site of the Fonds. Forms and attachments must be transmitted according to the specific program requirements and deadlines. In the interest of fairness, any application that does not comply with these requirements will be deemed ineligible.

To ensure sound management of public funds, the Fonds reserves the right to share information regarding the applications it receives (for example, to avoid double funding).

3.1 The application package

A complete application package consists of:

- the required e-forms;
- required electronic attachments;
- required documents to be sent by mail.

Only forms and attachments transmitted electronically will be accepted. Any application package that does not contain all of the required forms and documents at the closing date and time will be deemed ineligible by the Fonds.

3.2 E-forms

Applicants must obtain a personal identification number (PIN) on the Fonds website before applying. E-forms are available on the Fonds website at least one month before the competition closing date.

As indicated in the [CRR](#), forms may be filled out in English or French. However, the project title and summary must be written in French. This information may be used for promotion and dissemination purposes.

Only forms completed and transmitted electronically will be accepted.

The following e-forms are required:

- The Postdoctoral Research-Creation Fellowship application.
- The Canadian Common CV and its "[Detailed contributions](#)" attachment file, which is available in the "Documents utiles" section on the program's web page:
http://www.frqsc.gouv.qc.ca/fr/bourses/programme.php?id_programme=21
The attachment must be saved in .pdf format in the applicant's personal account ("Votre dossier") on the Fonds website.
- Supervisor's letter of acceptance: The supervisor, and co-supervisor where applicable, must complete a [letter of acceptance](#) using the e-form available in his/her personal researcher account on the Fonds website. It is the supervisor's responsibility to obtain a personal identification number (PIN) from the Fonds.
- *Two letters of recommendation*: References must complete a [letter of recommendation](#) using the e-form available in their personal researcher account on the Fonds. It is the reference's responsibility to obtain a personal identification number (PIN) from the Fonds. Once the letter of recommendation has been transmitted electronically, it will be automatically attached to the applicant's fellowship application.

The supervisor's letter of acceptance and the two letters of recommendation must be completed and transmitted electronically before the closing date and time of the competition. If any of the letters are not submitted by the closing date and time, the application will be deemed ineligible by the Fonds.

It is the applicant's responsibility to provide his/her personal identification number (PIN) and application number to the references and to ensure that the two letters of recommendation are submitted within the prescribed time.

3.3 Required documents

Required documents must be scanned and included with the application e-form in the two blocks of attachments intended for that purpose in the "pièces jointes" section, as described below. No reminder will be made and no supporting document may be added after the competition closing date and time (**October 10, 2014, at 4 p.m.**).

In order to be accepted, scanned copies of official documents must be legible and certified by a commissioner of oaths or any other person authorized to do so. Where applicable, the professional seal must be clearly visible on the scanned copy of the document. The Fonds reserves the right to request additional documents for the purpose of establishing an application's eligibility.

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

The required supporting documents are to be grouped into two blocks of attachments:

- Block 1** — Documents required for scientific evaluation;
- Block 2** — Documents required to verify eligibility.

The documents within each block must be scanned in a single document and **numbered** as follows.

Block 1 – Documents required for evaluation

1. A copy of all university transcripts for Master's AND doctoral studies. Applicants who have not received a transcript from the institution in question must include a letter explaining the situation.
2. A certified copy of the applicant's doctorate degree (or an attestation of the first submission of his/her dissertation). Applicants who transmit their application before submitting their dissertation must include a letter addressed to the eligibility committee indicating the date on which the dissertation will be submitted, and must provide a copy of the degree before the fellowship begins, where applicable.
3. Where required, transcripts from exchange programs or courses (equivalences).
4. Transcripts from institutions located outside Canada and the United States must be accompanied by a short letter explaining the institutions' marking system.
5. A letter of invitation from the head of an arts centre, cultural outreach agency, cultural magazine, research centre or university department confirming that the applicant has been accepted.
6. Proof of registration or an invitation to a workshop, symposium, conference, congress, festival or any other relevant event, where applicable.

Block 2 – Documents required for eligibility

1. A copy of a valid Québec medical insurance card (RAMQ) or any other official document that proves resident status in Québec under the *Health Insurance Act* and the *Regulation respecting the eligibility and registration of persons in respect of the Régie de l'assurance maladie du Québec*. If this document is not available, the applicant must include a letter addressed to the eligibility committee explaining the reasons, along with proof that a new card was requested from the Régie de l'assurance maladie du Québec.
2. Canadian citizens born outside Canada must provide a certified copy of their proof of citizenship.
3. Permanent residents under chapter 27 of the 2001 *Immigration and Refugee Protection Act* must provide a certified copy of their landing documents (IMM 1000 or IMM 5292) or their permanent resident card or a copy of a document attesting that a permanent resident application has been submitted to Citizenship and Immigration Canada.
4. Applicants whose postdoctoral research will take place abroad and who will be granted a position in a Québec research centre or university upon their return, and who would like the value of the fellowship to be indexed based on the cost of living, must provide a letter from the director of the research centre or university department confirming the applicant's position following their return.
5. In reference to section 2.2, applicants seeking an extension to the eligibility period must provide a medical certificate indicating the duration of maternal or sick leave, or other official document justifying the extension or postponement of studies.

Applicants are responsible for their application and for ensuring that all required information and supporting documents are provided.

3.4 Additional documents to be sent by mail

The applicant must send the following documents:

- Three copies of a portfolio that illustrates the applicant's artistic accomplishments as they pertain to the proposed project (may include a press kit). The copies must be submitted in digital formats that can be read by standard software and include a table of contents for quick reference.

The three copies of the portfolio must be sent to the Fonds at the following address no later than October 10, 2014:

Programme *Bourse postdoctorale en recherche-cr ation*
Fonds de recherche du Qu bec — Soci t  et culture
140, Grande All e Est, bureau 470
Qu bec (Qu bec) G1R 5M8

The Canada Post postmark or dated receipt from a courier service will be considered proof of delivery before the deadline.

The Fonds is not responsible for any losses or damages of any nature to the material sent as part of the application. The Fonds is not responsible for the loss of any documents that are not clearly identified or any damages that occur during transport.

The items included with the application will only be returned to the applicant if they are sent along with a preaddressed stamped envelope or box. Otherwise, the documents will be kept by the Fonds for 90 days after the date on the letter announcing the results, after which time the Fonds will dispose of the documents.

Any missing documents will render the application ineligible.

4. APPLICATIONS ASSESSMENT

Evaluation criteria

Applications are evaluated based on the following criteria, indicators and weighting:

Ability of the applicant - 35 points

- Applicant's ability to carry out the proposed research-creation project (academic record, training, scholarships, awards and distinctions, referees' letters) (15 points)
- Relevant experience (dissemination, production, research assistant, teaching assistant, lecturer, internship, etc.) (5 points)
- Artistic works (literary works, recordings, exhibitions, choreographies, compositions, outreach, installations, environments, other activities or works, etc.) and research activities achievements (design or development of interpretation tools, publications, articles, critiques and instructional or educational material, etc.) (15 points)

Research-creation project - 50 points

- Quality and originality of the research-creation project and the ways in which it builds on the applicant's doctoral work (15 points)
- Interest and clarity of the artistic process and objectives (10 points)
- Impact of the postdoctoral internship on the development or renewal of the artistic field (10 points)
- Relevance of project's outreach activities (10 points)
- Practicality of the schedule (5 points)

Host environment - 15 points

- Suitability of the environment for the research-creation project (5 points)
- Applicant's integration into the research environment (5 points)
- Demonstration of the added value of the internship for the applicant and the environment (5 points)

Applicants are invited to consult the [Scores and ratings grid for evaluation committees](#) used by the evaluation committees.

An overall passing grade of 70% is required. In addition, a passing grade of 70% is required for the *Research-creation project* criteria.

4.2 Assessment process

As indicated in section 4 of the [CRR](#), the Fonds receives applications for financial assistance, checks their eligibility and submits them for evaluation by specially formed multidisciplinary committees. Further to the indications in the [CRR](#), the

committee is primarily composed of researcher-creators working in a university setting but in different disciplines. The research-creation proposal must therefore be written in such a way as to be easily understandable. The committee may also include university researchers, professional artists or resource persons known for their expertise, skills and specific knowledge in the field of arts and letters. These committees may need to consult outside experts. The research proposal must therefore be written in such a way as to be easily understandable. The evaluation committee members and experts may be from Québec, Canada or elsewhere. The evaluation committees recommend funding for applications they judge to be scientifically and creatively sound.

5. ANNOUNCEMENT OF THE RESULTS

5.1 Announcement of the results

As indicated in sections 4.5 and 5 of the [CRR](#), the Board of Directors makes funding decisions based on the recommendations it receives from the evaluation committees. Fellowships are awarded based on budgetary appropriations voted by the Québec National Assembly and the decisions made by the Boards of Directors of the Fonds. Funding may therefore be modified or terminated at any time without notice. Funding decisions are officially announced on the Fonds website and sent to the applicant's personal account, generally at the end of the month of April following the competition deadline.

The Fonds informs every applicant of the results of the evaluation of his/her application via email. Notwithstanding the [CRR](#), section 5.2, applicants who meet all funding requirements must accept or refuse the fellowship in the twenty (20) working days following the receipt of the fellowship offer by filling out the "Acceptation ou refus de la bourse" e-form in their "Dossier du boursier" account. Should an applicant fail to accept the fellowship before the deadline, the Fonds will consider that he/she has refused the fellowship.

All funding decisions of the Board of Directors of the Fonds are final and cannot be appealed.

For further information, refer to section 5 of the [CRR](#) and the Fonds de recherche du Québec *Politique sur la conduite responsable en recherche*.

5.2 Value of the fellowship

The maximum value of the postdoctoral research fellowship is \$30,000 for a 12-month research period.

The minimum duration of the postdoctoral research period is six months and the maximum duration is 24 months. During the eligibility period (24 months), a fellowship holder may receive up to four payments.

The applicant whose research work is carried out abroad and who will be granted a position in a Québec research centre or university upon his/her return may obtain a grant increase of up to 50% to account for cost-of-living. To receive these additional funds, the applicant must provide a letter of attestation from the director of the research centre or university department when submitting his/her application (attachment block 2, item 4).

6. TERMS OF THE FELLOWSHIP

6.1 Fellowship period

The fellowship period must begin between April 1, 2015, and March 31, 2016.

The fellowship is non-transferrable.

The fellowship is not retroactive and any work conducted in the months prior to April 2015 will not be funded.

For applicants who have already begun their research, the fellowship period starts when the grant is offered.

6.2 Fellowship payments

Fellowship instalments must be requested by the fellowship holder for each six-month period, using the e-form provided in his/her "Dossier du boursier". The first payment will only be made once the Fonds Société et culture has received a certified copy of the holder's doctoral degree or an attestation that his/her doctoral dissertation has been submitted. A copy of the doctoral degree or proof that all requirements have been met for the doctoral degree is required for payment of the subsequent instalment. Instalment payments will be made on a biannual basis for the duration of the eligibility period, subject to the production of a satisfactory progress report at the time of the 3rd instalment.

6.3 Research environment

The fellowship holder must be present in the research environment for the duration of the fellowship and devote himself/herself full-time to carrying out his/her research activities. Applicants who do not respect these rules will have their fellowships revoked.

Fellowships are granted for a maximum of two years, conditional upon the submission of a satisfactory progress report.

6.4 Convertibility of the fellowship

If a fellowship holder is offered a position as a regular professor in a university institution located in Québec, after carrying out a full year of postdoctoral research, he/she may ask to use part of the fellowship as start-up funding. In total, \$15,000 may be converted into funding. The fellowship holder is then subject to the funding rules outlined in the Start-up Program for new Researcher-Professors.

6.5 Parental leave

A fellowship holder may receive a supplement for a parental leave during the fellowship period for a maximum of four months when the research project is interrupted in the six months following the birth or adoption of a child. The fellowship holder may suspend his/her research project for a paternity/maternity leave without pay for up to one year. However, if the fellowship holder chooses to take the four-month paid leave, the leave without pay is reduced to eight months.

6.6 Reimbursement of travel expenses

The expenses at the start and end of the postdoctoral research-creation program to travel to and from the research environment are reimbursed when supported by receipts, provided they were not reimbursed by another agency. The maximum travel allowance is equivalent to the price of one economy airline ticket. Grant holders who have not yet defended their dissertation may be reimbursed for an additional airline ticket.

6.7 Production cost supplement

The Fonds Société et culture offers a supplement of up to \$5 000/year to produce, disseminate and promote the work (e.g. studio rental, purchase/rental of material and transportation fees), if the need is demonstrated in the application form. Fellowship holders may also claim the variable costs of the research-creation project incurred by a host institution that is not a university. The organization's fixed costs are not eligible. The supplement is reimbursed to the fellowship holder upon the presentation of supporting documents to the Fonds, provided these costs are not covered by another agency. Le Fonds accepte également de rembourser les frais d'achat de livres et de documents de référence n'excédant pas 500 \$ par année.

6.8 Concurrent fellowships

The fellowship may not be cumulated with:

- A fellowship or scholarship from a Canadian granting agency such as the Social Sciences and Humanities Research Council of Canada (SSHRC), the Natural Sciences and Engineering Research Council of Canada (NSERC) or the Canadian Institutes of Health Research (CIHR);
- A fellowship or scholarship from a Québec granting agency such as the Fonds de recherche en santé du Québec (FRSQ), Fonds québécois de la recherche sur la nature et les technologies (FQRNT), Conseil de recherches en pêche et agro-alimentaire du Québec (CORPAQ) or the Conseil des arts et des lettres du Québec (CALQ).

The fellowship may be cumulated with:

- Scholarships and fellowships from ministries and agencies of the Québec and Canadian governments, other than those mentioned above;
- Scholarships and fellowships from the private sector and universities.

6.9 Remuneration

A fellowship holder may accept employment that does not exceed 250 hours per six-month period, provided that his/her research supervisor does not object and that the employment does not interfere with research activities. Teaching a 45-hour course is deemed equivalent to 150 hours of employment.

The salary that the fellowship holder receives exclusively for his/her research project is considered to be a fellowship.

6.10 Modifying the research project or research environment

Before modifying his/her research project or environment, the fellowship holder must first make a written request to the Fonds Société et culture, which will ensure that the proposed changes do not impact the fellowship holder's assessment and remain in line with the eligibility criteria of the program. The Fonds Société et culture reserves the right to refuse a request.

7. EFFECTIVE DATE

These rules apply to the 2015-2016 fiscal year.

Technical assistance

Monday to Friday, 8 a.m. to noon and 1 p.m. to 4 p.m.

Phone: 418 646-3669

Toll free: 1 866 621-7084

centre.assistance.sc@frq.gouv.qc.ca

Priority will be given to e-mail enquiries.

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