Appui à la recherche-création

RESEARCH-CREATION SUPPORT PROGRAM

Program officer

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DETAILED PROGRAM FOR FALL 2013

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

1. PROGRAM OBJECTIVES

Through its *Établissement de nouveaux professeurs chercheurs-créateurs* grant program, the Fonds Société et culture aims to offer individual research grants to writers and artists in academia. The Fonds recognizes the specificities of research-creation activities in art and literature while respecting its main objectives to ensure the advancement of knowledge in art and literature and train new researcher-creators. The objectives of the grant program are as follows:
• Support quality research-creation within the context of projects carried out by a researcher-creator (individual component) or a group of researcher-creators (team component);
• Enable researcher-creators in all artistic disciplines to achieve excellence in their fields;
• Enhance the integration of new university researcher-creator professors into institutional research and training missions;
• Contribute to and enhance student training in research-creation, especially at the master's and PhD levels;
• Maximize the theoretical (teaching and research) and practical outcomes (applications and innovations) of the research-creation activities;

• Facilitate the dissemination and presentation of works that are regarded and recognized for their originality and quality.

The Fonds encourages researchers to lead and take part in knowledge transfer activities whenever relevant.

2. PROGRAM CHARACTERISTICS

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 types. For the purposes of this program, interpretation is creation and is not meant to be understood as an intellectual process to analyze the work of a creator.

Research-creation in art and literature is based on a **sustained creative practice**— the reflective process that is central to the development and production of previously unpublished works and the dissemination of these works in various forms. Research-creation must contribute to the development of a field through the renewal of knowledge and expertise and aesthetic, technical, instrumental and other types of innovations. Peers must see these activities as contributing to:

• The development of each form of expression, provided that the work, process, style, form of expression or presentation, technology, material, repertory or interpretive style is progressive, original, innovative and/or renewing given the state of the art;
• Student training, especially at the postgraduate level;
• Greater stakeholder recognition in art and literature;
• The enrichment of the cultural heritage of Québec, Canada and/or the international community.

Individual component

The program recognizes the specificities of research-creation in art and literature and seeks to support university researcher-creators in their approaches. This component's specific objectives are to:
• Ensure tailored research-creation support that accounts for the diverse practices in the field;
• Enable the emergence of innovative research-creation;
• Provide adequate support to researcher-creators who possess rare expertise;
• Create opportunities to ensure that new generations of researcher-creators join and contribute to the field.

Team component

The purpose of the team component is to promote and consolidate researcher-creator groups through an artistic or literary approach in order to foster new research-creation initiatives and contribute to the development and outreach of the fields. This component's specific objectives are to:
• Foster cooperative ties between university and college researcher-creators and university and college researchers and professional artists within and outside Québec;
• Facilitate the networking of researcher-creators with complementary expertise or training;
• Increase the research-creation capacity by facilitating synergies among researcher-creators and professional artists;

• Create opportunities to ensure that new generations of researcher-creators join and contribute to the field.

3. ELIGIBILITY REQUIREMENTS

3.1 Project leader eligibility
Applicants must meet the general eligibility requirements set out in the *Common Rules and Regulations* (section 1.1) as well as the other conditions described in this program. In addition, project leaders must meet the university researcher-creator (CRU) status requirements outlined in Appendix 1.

3.2 Team configuration
In order to be eligible, a team must include at least one CRU project leader. In addition, at least one team member must have CRU, CRUN, CHU, CHUN, CRUT, CHUT, CHCT or ARQ status. At least half of the team's members (50%) must work in a university institution.

Teams that do not meet these criteria are ineligible.

Teams may also include members with CHA, ARH, CHH and/or VIS status. The research-creation group's activities must include undergraduate, master's and/or PhD student training.

3.3 Eligible artistic fields
Applications in one of the following research-creation fields are eligible:

- Research-creation in architecture;

- Research-creation in electronic art 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.

3.4 Membership to other teams
Researcher-creators may be part of more than one research team. However, since this measure is essentially intended to enable teams to access all of the expertise required to carry out their research projects, researcher-creators must clearly explain their contribution to each team. A researcher-creator who applies to the individual component of the program may also be part of an application to the team component but not as the group's project leader.

3.5 Research-creation activities
For an application to be eligible, the researcher-creator (individual component) or team must submit a research-creation program that includes one or more projects or elements based on general objectives that foster the advancement and renewal of knowledge in art and literature.

The research-creation program is aimed at any research, exploratory or experimental approach that provides an added-value to the artistic activities of each team member, leads to the development of the field or individuals and contributes to student training. The research-creation program must be focused on a theme, an object or a form of expression – a common premise that calls upon the artistic skills of each team member. The researcher-creator or the team must include a dissemination plan and an external funding plan, if required.

Costs related to the dissemination, promotion or marketing of works are not eligible.

4. APPLICATION

Grant applications must be filled out using the program's application e-form on the Web site of the Fonds. Attachments must be transmitted with the e-form in .pdf format only. The research office of the applicant's university must authorize the application by electronically submitting it to the Fonds.

Applications for financial assistance may be submitted in French or English. **However, the title and summary of the project (or program) must be in French.** The title and summary will be used for promotional and distribution purposes. All attachments must be single-spaced. **Only the following fonts and sizes are authorized: Times (12 points), Palatino (12 points), Arial (11 points) and Helvetica (11 points). Narrow fonts are not permitted.** Attached files that do not comply with these requirements will be deemed inadmissible.

Only the official *Établissement de nouveaux professeurs chercheurs-créateurs* grant application form, Common Canadien CV (electronic format) and other required documents will be accepted.

Applicants will not be advised if any documents are missing. None of the documents received after the deadline will be considered, and applications cannot be updated. **The Canada Post postmark or the dated stamp of a messenger service will be considered proof of delivery before the deadline.**

When sending an e-form, all electronic transaction instructions must be followed. The Fonds Société et culture is not responsible for any losses or damages of any nature to the material sent as part of the application or for the loss of any documents that are not clearly identified or any damages suffered in transport. The items included with the application will only be returned to the applicant if they were sent along with a preaddressed stamped envelope or box. Otherwise, the documents will be kept by the Fonds Société et culture for 90 days after the date on the letter announcing the results, after which the Fonds Société et culture will dispose of the documents. The individuals who sign an application attest that all of the information provided is accurate and complete. They agree to respect the rules and principles set out in the *Politique en matière d'éthique et d'intégrité en recherche policy of the Fonds Société et culture*.

The researcher-creator therefore authorizes the institution to transmit any personal information in accordance with this policy, if applicable. Signing applicants accept that the information contained in that application will be communicated for evaluation or study purposes on the condition that the people who have access to

the information respect all confidentiality rules. In addition, signing applicants must respect the division of responsibilities defined by the government of Québec in its *Action Plan: Managing intellectual property in universities and institutions of the health and social service network where research activities are conducted*.

The Fonds Société et culture will attribute a personal identification number (PIN) to each researcher entered into the database. The PIN (*NIP*) is the access key to the computer system and facilitates communications between the organization and its clientele, in keeping with the *Act respecting access to documents held by public bodies and the protection of personal information*.

Applications that do not contain the information necessary to establish eligibility or which cannot be evaluated will be deemed non-receivable by the Fonds Société et culture. Any part of the project description or bibliography, including the annexes, that exceeds the maximum number of authorized pages will be removed from the application. **Any documents received after the deadline and/or any documents that are not required and which are included with the application will not be given to the evaluation committee.**

4.1 Required documents
The following documents must be sent to the Fonds Société et culture by the competition deadline on **October 23, 2013, at 4 p.m.**:

Online
- The *Établissement de nouveaux professeurs chercheurs-créateurs* e-form, which is available on the Web site of the Fonds Société et culture;
- The new Canadian Common CV e-form (will be available on June 17 2013);
- The "Detailed contributions" attachment, which is available in the Documents utiles section of the program here :

http://www.fqrsc.gouv.qc.ca/fr/subventions/programme.php?id_programme=3

You must save the attachment in PDF format in your Fonds e-file (Votre dossier).

By mail
The following documents must be sent to the Fonds Société et culture by the competition deadline on **October 23, 2013, at 4 p.m.**:

Comité d'admissibilité *Établissement de nouveaux-professeurs chercheurs-créateurs*
Fonds Société et culture
140 Grande Allée Est, Suite 470
Québec (Québec) G1R 5M8

- 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.
- Proof of registration or an invitation to take part in a workshop, lecture, colloquium, meeting, biennial arts festival, festival, symposium or any other such event;

- Acknowledgements of receipt or letters from editors for articles that are submitted, accepted or in press must appear in the pdf attachment file of the applicant's Canadian Common CV. The applicant's name must appear on these letters. Publications that are submitted, accepted or in press will only be considered if they are supported by an acknowledgement from the editor;

- A letter from the university attesting that the researcher-creator (individual component) or group members (team component) who are not regular professors may supervise students at the master's and doctoral levels;

- For applicants who are not Canadian citizens or permanent residents: copies of the documents demonstrating that the applicants have taken the steps necessary to obtain permanent resident status;

- Two bids from suppliers when the cost of the requested equipment exceeds $20 000.

A copy of the certificate of ethics for the use of human subjects, human biological materials or animals as part of the project is required on the issuance of any grant. Payment of the grant is conditional upon the submission of the certificate and related documents.

Applicants will receive an acknowledgement via e-mail.

5. EVALUATION

5.1 Evaluation criteria
The grant applications are evaluated according to the following criteria and weighting:

INDIVIDUAL COMPONENT
Researcher-creator's expertise - 35 points
- Quality of the researcher-creator's artistic achievements, peer recognition and renown of the researcher-creator (exhibitions, performances, individual or group works, seminars, conferences, meetings, cooperative activities, residencies, exchanges, etc.) (20 points)
- Ability of the researcher-creator to carry out the planned research-creation activities (training, relevant experience, scholarships, grants, student supervision, publications, achievements, communications, etc.) (15 points)

Research-creation proposal - 40 points
- Quality, originality, coherence and interest of the research-creation proposal (10 points)
- Thoroughness of the objectives and clarity of the approach (10 points)
- Impact of the proposal on the development or renewal of the artistic field (10 points)
- Soundness and rigour of the schedule and budget estimates (5 points)
-Dissemination plan and quality and presentation of the application (5 points)

Research-creation training - 25 points
(The availability of master's and PhD study programs will be taken into account)

- Quality and diversity of the planned activities to enhance student research training beyond standard training programs and educational value of the tasks and

responsibilities assigned to students (workshops, conferences, concerts, radio broadcasts, meetings, biennials, festivals, performances, exhibitions, exchanges, seminars, etc.) (15 points)
- Relevance of the research-creation proposal to students and student training (5 points)
- Collaborative projects (students and researcher-creator) and relevance of the work to the proposal (5 points)

TEAM COMPONENT

Team's expertise - 30 points
- Quality of the artistic achievements of team members (CRU, CRUN, CRUT, CHC, ARQ), peer recognition and renown of the researcher-creator (exhibitions, performances, individual or group works, seminars, conferences, meetings, cooperative activities, residencies, exchanges, etc.) (15 points)
- Ability of the team members to carry out the planned research-creation activities (training, relevant experience, scholarships, grants, student supervision, publications, achievements, communications, etc.) (15 points)

Research-creation proposal - 30 points
- Quality, originality, coherence and interest of the research-creation proposal (5 points)
- Thoroughness of the objectives and clarity of the approach (10 points)
- Impact of the proposal on the development or renewal of the artistic field (5 points)
- Soundness and rigour of the schedule and budget estimates (5 points)
-Dissemination plan and quality and presentation of the application (5 points)

Team — 15 points
- Relevance, balance, complementarity and integration of the skills of team members to the research-creation proposal (10 points)
- Collaborative links between members (5 points)

Research-creation training — 25 points
(The availability of master's and PhD study programs will be taken into account)

- Quality and diversity of the planned activities to enhance student research training beyond standard training programs and educational value of the tasks and responsibilities assigned to students (workshops, conferences, concerts, radio broadcasts, meetings, biennials, festivals, performances, exhibitions, exchanges, seminars, etc.) (15 points)
- Relevance of the research-creation proposal to students and student training (5 points)
- Collaborative projects (students and researcher-creator) and relevance of the work to the proposal (5 points)

NOTE: When university researchers (CHU, CHUN, CHUT or CHCT) are part of a research-creation team, the same indicators apply for each evaluation criteria from a scientific rather than an artistic perspective (e.g. scientific quality rather than artistic quality, quality of the scientific achievements rather than the artistic ones, etc.).

Requests for equipment are assessed based on the following criteria:

• The relevance of the equipment to the research-creation activities;
• The availability of similar equipment at the university or in other institutions in the area;
• The importance of the equipment to the researcher-creator's institution;
• Equipment use time.

A qualitative assessment of the relevance of the request and the rationale for transfer support will be carried out whenever applicable.

5.2 Evaluation process

Applications are assessed by **multidisciplinary evaluation committees** whose members are recognized for their expertise in a specific field. Committees are chiefly made up of academic researcher-creators in various disciplines. It is therefore very important that the research design be clear. University researchers, professional artists and/or individuals recognized for their expertise, competence and/or special knowledge in art and literature may also join a committee. Committees may call upon external experts whose expertise is directly related to the application. Evaluation committee members and experts may be from Québec, Canada or abroad.

A passing grade of 70% is also required on the *Quality of the research-creation program* section.

Role of the evaluation committees

The evaluation committees assess the applications based on program criteria. The evaluation committees must also rank all of the applications based on merit, determining those that will be recommended for funding by the Board of Directors. The budget estimates are evaluated along with the application for funding, and evaluation committees may recommend budget cuts.

Role of the Board of Directors

The Board of Directors receives the recommendations of the evaluation committees and makes funding decisions, since it is the only body with a comprehensive view of the work of the evaluation committees. Thus, while being accountable to the government for its decisions, it can, with the best information available, carry out its role as a manager of public funds.

Role of the program administrator

The Fonds Société et culture program administrator will ensure that evaluation committee members respect the evaluation criteria and applicable program and ethical rules.

5.3 Announcement of the results

The results will be announced in mid-April 2014. The decisions of the Board of Directors of the Fonds recherche du Québec - Société et culture will be sent to the universities and applicants. For information on the results, applicants must refer to the research office of their institution or the Web site of the Fonds.

It is strictly prohibited to contact any of the members of the evaluation committees or the external experts whose names were suggested. Committee members and external experts must abide by confidentiality rules.

The decisions of the Board of Directors of the Fonds Société et culture are final and without appeal.

6. DESCRIPTION AND NATURE OF THE FINANCIAL ASSISTANCE

When the results are announced, the newly funded researcher-creators should read the *Guide d'utilisation des subventions du Fonds Société et culture 2014-2015*, which will be available on the Fonds' Web site in April 2014. This guide details the rules that pertain to grant use and management.

6.1 Operating grant

The financial support is an operating grant of between $60,000 and $150,000/year for 36 months. The grant is complementary to other sources of research funding (e.g. grants, contracts, sponsorships and other funds available for research). The grant must be used to cover the expenses directly incurred through research and results dissemination activities as part of the research-creation program. Only the budget items listed below are covered:

- Release from up to 50% of teaching duties (up to $40 000/year) for college researchers. **(Conditional upon the allocation of new program funds under the next Politique nationale de recherché et d'innovation (PNRI))**. The supplement is paid out to the college researcher's institution;

- Remuneration:

- Research professionals;
- Research technicians;
- Postdoctoral students and research trainees.

- Professional fees:

- Professional artists;
- Consultants.

Compensation for study participants

- Travel and accommodation fees (for organization of workshops, conferences, meetings, competitions, seminars, etc.);

- Research material and supplies*;

- Material and equipment transport fees;

- Premises and equipment rental fees;

- Telecommunication fees;

- Computer supplies and database expenses;

- Production, publishing and reproduction fees (progress reports, final reports, experiments, Web site, etc.);
- Translation fees;
- Equipment expenses.

Detailed explanations of the need for each item and piece of equipment are required.

Grant holders may receive an additional amount of up to $30 000 to purchase equipment when the need is clearly justified. This supplement will be paid out in the first year of funding.

No other expenses are eligible.

The Fonds does not fund self-published works.

6.2 Statutory supplements for college researchers (Conditional upon the allocation of new program funds under the next Politique nationale de recherché et d'innovation (PNRI)) and inter-institutional teams

Statutory supplements may be granted to teams in the following cases:
• $7 000/year for each college researcher or retired college researcher who receives a positive assessment from the evaluation committee. This supplement is intended for college researchers or retired college researchers to cover part of their research expenses. This supplement is paid out to the college researcher's or retired college researcher's institution on the condition that he/she take part in the team's research activities, regardless of whether he/she obtains a release from his/her teaching duties;
• $3 000 to $10 000/year for each inter-institutional team that includes researchers in universities or colleges in outlying areas. This supplement covers the research-related travel expenses of team researchers and students.

If an applicant submits concurrent research proposals to the Fonds Société et culture and another granting agency, it is recommended that he/she consult articles 2.9 and 6.13 of the *Common Rules and Regulations* (*Règles générales communes*). If a grant application of equal or higher value was submitted to another granting agency for the same research proposal, the applicant must refuse the grant from the FRQSC. If applications were submitted for two distinct but complementary research proposals, the applicant must demonstrate that the research proposal submitted to the FRQSC can be carried out without the support of the other granting agency.

Supplement for transfer support
Additional funding of up to $7 000 may be granted to support transfer initiatives (e.g. dissemination activities, exchanges and knowledge-sharing between researchers and users, etc.).

7. TERM OF THE GRANT
Grants are awarded annually for the period from April 1 to March 31 for up to three years.

8. RESPONSIBILITY OF THE FONDS
The Fonds Société et culture is not responsible for any direct or indirect damages resulting from the processing of any application with regards to any fellowship, funding or any other type of request. Without limiting the generality of the foregoing, the Fonds Société et culture is not responsible for any direct or indirect damages resulting from the unauthorized disclosure of any information contained in an application. Despite all of the precautions that the Fonds Société et culture takes to preserve the confidentiality of all information that must remain as such, it is possible that certain countries to which the information is communicated do not follow the same protection processes (e.g.: asymmetric cryptography, enciphering, etc.).

Act respecting access to documents held by public bodies and the protection of personal information

The Fonds Société et culture is subject to the *Act respecting access to documents held by public bodies and the protection of personal information* (R.S.Q., chapter A-2.1). The mandatory data is gathered, used and kept in accordance with the provisions of the Act.

The applicant should contact the person in charge of access at the Fonds Société et culture for information on the access procedure, the protection of personal information and the rights of recourse stipulated in the Act.

9. GENERAL CONSIDERATIONS

All of the programs must be approved by the government, and the grants are subject to government credits.
The Fonds Société et culture reserves the right to modify the value of the grant and the program rules detailed in this document without prior notice. The applicant must respect the eligibility criteria of the program and the **Common Rules and Regulations**, which are available on the Web site of Fonds Société et culture.

10. EFFECTIVE DATE

These rules apply to the 2014-2015 fiscal year.

APPENDIX 1: RESEARCHER STATUSES

—University researcher-creator (CRU)

A university researcher-creator is a regular faculty member in a Québec university whose tasks involve creation or performance and whose creative practice is continued. Within the institution, the researcher is authorized to supervise projects and graduate students. The salary of a CRU must be paid out of the university's regular budget.

—New university researcher-creator (CRUN)

A new university researcher-creator must meet CRU criteria and the eligibility criteria set out in the *Établissement de nouveaux professeurs-chercheurs-créateurs* program.

—Retired university researcher-creator (CRUT)

A retired university researcher-creator must, for the term of the grant, be a visiting, associate or emeritus professor in a Québec university and be authorized by the institution to supervise research projects and students.

—University researcher (CHU)

A university researcher is a regular faculty member in a Québec university who holds a PhD or an equivalent status or holds a position equivalent to that of professor and who has been authorized by the institution to supervise or co-supervise master's and PhD students. The salary of a university researcher must be paid out of the university's regular budget. A research fellow who has obtained a grant from a Québec or Canadian funding agency also has CHU status.

—New university researcher (CHUN)

A new university researcher must meet the eligibility criteria set out in the *Établissement de nouveaux professeurs-chercheurs* program.

—College researcher (CHC)

A college researcher is a full-time faculty member in a general and vocational college, a private college of public interest or a government school that provides post-secondary education. A college researcher may also hold a full- or part-time position in a college centre for technology transfer. A college researcher-creator must meet these requirements and take part in tasks involving creation or performance.

—Retired college researcher (CHCT)

A retired college researcher must work in a general and vocational college, a private college of public interest or a government school that provides post-secondary education. A college researcher may also hold a full- or part-time position in a college centre for technology transfer. A retired college researcher-creator must meet these requirements and take part in tasks involving creation or performance.

—Affiliated researcher (CHA)

An affiliated researcher is a faculty member or researcher, holds a PhD or the equivalent and works in a Québec university without being a regular faculty member.

—Researcher from outside Québec (CHH)

A researcher from outside Québec is a researcher in an institution located outside Québec.

—Professional artist (ARQ)
A professional artist is an artist who creates or interprets works on his/her own account, is recognized by his/her peers in his/her discipline and signs works which are disseminated in a professional context.

—Professional artist from outside Québec (ARH)
A professional artist from outside Québec is a professional artist coming from an artistic environment outside Québec.

—Visiting researcher (VIS) or visiting researcher-creator (VIS)
A visiting researcher, including a visiting researcher-creator, is a researcher from an institution with which the team leader is not affiliated and contributes to the research conducted by the team, group or centre on a term basis.

APPENDIX 2: EXPLANATORY CHART OF RATINGS AND GRADES

Chart of ratings and grades

UPDATED APRIL 5, 2013.