UNIVERSITÉ Concordia UNIVERSITY

OFFICE OF THE VICE PRESIDENT, RESEARCH AND GRADUATE STUDIES

FRQNT Research Support for New Academics (Établissement de la relève professorale)

Information Session

Tuesday, August 18, 2020

Program Overview

FRQNT Research Support for New Academics

Agency deadline: September 16, 2020, 4pm
Internal deadline: September 9, 2020, 9am

Program objectives

- Foster a new generation of researchers by assisting faculty who have just launched their academic career to establish themselves as independent researchers and become competitive nationally and internationally;

- Strengthen the Québec research system by encouraging new researchers to develop original avenues of research;

- Foster the transfer of technological and scientific knowledge;

- Encourage university students to do research in natural sciences, mathematics and engineering

Overview: Project Eligibility Conditions

Projects must relate to fields covered by the Fonds de recherche du Québec – Nature et technologies (FRQNT) under these major areas of research. A complete list of related research fields is available here: http://www.frqnt.gouv.qc.ca/en/le-frqnt/mission-et-domaines-de-recherche

- **Abstract structures** │ Computer theory, mathematics, statistics and probability, mathematical and computer tools

- **Energy** │ Energy production, conversion and use, energy transport

- **Environment** │ Water, air, land, pollutants, ecology and environmental quality, management and protection

- **Information and communication technologies** │ Communication, information, artificial intelligence

- **Living organisms** │ Living beings, sub-cellular, cellular, genomics and proteomics, microbiology, biological organization and function, psychology – biological aspects

Overview: Project Eligibility Conditions (cont'd)

o **Materials**│Basic, functional and smart materials, nanotechnology

o **Manufacturing and construction**│Manufacturing processes, industrial processes, design, infrastructure

o **Natural resources**│Agriculture, forests and vegetation, mines, inland water and oceans

o **Nature and interaction of matter** │Particles and radiation, atoms and molecules, states of matter, Earth, planets and the universe

o **Techniques, measurement and systems**│Characterization tools, waves, electrical and electronic systems, mechanical systems, transportation systems

Overview: Researcher Eligibility Conditions

o Candidates must occupy a position of Assistant Professor (or a similar level) in a Québec university for **less than 3 years at competition deadline** i.e. as of September 16, 2017 or later (also taking into account international experiences in a similar position). Candidates may only **apply twice** during your eligibility period. Grants are non-renewable. Note: A candidate who will occupy such a position no later than September 1, 2021 is also eligible.

o Candidates who have interrupted or delayed their career for parental leave, major family obligations, a disability or serious health reasons may be granted an eligibility period extension. Supporting documents must be submitted with the application.

Overview: Researcher Eligibility Conditions (cont'd)

o   Candidates must have obtained their PhD or successfully defended their doctoral dissertation **at competition deadline**.

o   Candidates must benefit from a **teaching release of at least 25% for the duration of the grant**. Universities must commit to this condition which cannot be fulfilled retroactively. We will provide you with a letter of attestation to this end, which you will need to attach to your application.

o   Candidates who are applying for, or have been or are currently funded under, one of the following programs: Research Support for New Academics of the Fonds de recherche du Québec – Société et culture (FRQSC), Research Scholars, Junior 1 of the Fonds de recherche du Québec – Santé (FRQS), are not eligible to apply to the FRQNT Research Support for New Academics. Thus, researchers can only be funded under one of these three programs intended for new academics.

Overview: Financial Support

Type of support	Yearly	Total
Operating Grant	$20K	$40K
Equipment Grant This supplement covers costs for large-scale equipment (unit list price greater than $7K).		Up to $50K (incl. taxes)

- o Grants are awarded annually for the period from April 1 to March 31.
- o Grants are awarded for a maximum of 2 years and are not renewable. The balance remaining at the end of each budget year may be carried over to the next year, for the duration of the grant.
- o The unspent balance remaining at the end of the grant period may be carried forward for an additional period of one year. To do so, the grant holder and managing institution must justify their extension request to the program administrator.

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Overview: Financial Support (cont'd)

Operating Grant:

o   The grant must be used for funding the operating expenses directly related to carrying out of the research project.

o   The applicant must **RESPECT THE MAXIMUM ANNUAL AMOUNT OF THE GRANT**. Failure to do so will render the application **INELIGIBLE**.

Equipment Grant:

o   The equipment grant must be requested at the same time as the operating grant.

o   To avoid delays in the progress of the research project due to delivery delays or other unforeseen situations, the equipment grant must be spent during the <u>first year of the grant</u>;

o   Equipment that requires an assembly of modules or accessories in order to be functional may be accepted. The grant can only be used to buy the <u>equipment originally requested</u> in the application.

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Overview: Financial Support (cont'd)

Equipment Grant:

o   For equipment with a unit list price between $7,001 and $25,000, no quote is required.

o   Two quotes (max 20 pages) must be provided for each piece of equipment with a unit list price equal to or more than $25,001 (incl. taxes).

o   Quotes must be submitted by competition deadline (i.e. with the application).

o   Exceptionally, a single quote may be accepted provided this is fully justified in the appropriate section of the electronic form.

o   You must clearly justify why the equipment requested is necessary for the successful completion of the project. You must also explain why the other options available at your institution do not meet the needs of the project. It is suggested that the repair and refurbishing of instruments and equipment be considered. Equipment that requires an assembly of modules or accessories in order to be functional may be accepted. The relevance of the assembly must be clearly indicated in the equipment grant request.

Overview: Financial Support (cont'd)

Equipment Grant:

o   If you are requesting equipment that costs more than $50,000 (the maximum amount that FRQNT will provide for equipment), you must specify the source(s) of complementary funding in the description of planned expenditures for the equipment grant. If, at the time of application, you do not have the complementary funding, the managing institution must undertake to pay the necessary amount before the first instalment of the grant starting year. A letter of undertaking from the managing institution must be included with the application in the "Other documents" section.

Overview: Financial Support (cont'd)

Eligible expenses
Remuneration, including scholarships and complementary scholarship for students and post-doctoral fellows
Travel and lodging for project-related activities
Research materials and supplies Costs of analyses
Equipment and space rental or user fees
Production, publishing and printing Translation fees

For a complete list of eligible expenses, see the Common General Rules, which you can find on the program guidelines page: http://www.frqnt.gouv.qc.ca/en/bourses-et-subventions/consulter-les-programmes-remplir-une-demande/bourse/research-support-for-new-academics-s6vswjej1592407506160

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Required Documents

- Application form (submitted on FRQnet). Within this, you are also expected to suggest 10 experts who will be able to assess the scientific relevance of the project.
- CCV (FRQNT version, past 5 years) and Detailed Contributions attachment
- Letter from your institution that you hold a full-time tenure-track position (and hiring date, any parental or other leaves, etc.) and that you will be released from at least 25% of your teaching duties for the duration of the grant – we will provide this to you in PDF format. But we need to know ahead of time that you will be applying. So if you have not let your Advisor know already, please do so.
- Description of the research project (max 7 pages, PDF attached to the form)
- Justification of planned expenditures for the operating grant (max 1 page, PDF attached to the form). Planned expenditures should not exceed the maximum annual budget and the maximum program budget, otherwise application will be deemed ineligible.
- Description of planned expenditures for the equipment grant (max 2 pages, PDF attached to the form). If you've already received, since taking up your position, a CFI or NSERC equipment grant, you can request an equipment grant provided that this is clearly justified in the document describing planned expenditures for the equipment grant.
- Two quotes from suppliers if cost of a single piece of equipment exceeds $25,000 including taxes (max 20 pages, PDF attached to the form).

Required Documents (cont'd)

Important notes:

o **Title and summary of project have to be in French, even if you are submitting the application in English.** Please make sure you submit a request to Translation Services (via **Cspace** , under Resources >> Translation) in case you need help with the translation.

o All attachments must adhere to FRQNT presentation standards (margins, font, file type, line spacing, and header/footer requirements).

o Concordia has a tax rebate, and the net of tax rebate is 6.94%. This is the tax rate that you should ask suppliers to use on the quotes.

o A checklist and PDF version of the application form (in French only) are now available for you to consult. Please note that the application itself needs to be filled out on FRQnet and not on the PDF form.

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Required Documents (cont'd)

Important notes:

o   When you submit on FRQnet, your application will not go directly to FRQNT. It will still need to be reviewed by the university and submitted to the agency by the Office of Research. Hence the importance of internal deadlines (more on that later).

o   Before submitting, make sure that you have all the required attachments, that you have included all the quotes, that you do not exceed the page limits and budget limits, that you have respected the presentation standards.

o   Ensure that there is a title and project summary in French even if the application is completed in English. If a French title and summary are missing, the application will be deemed INELIGIBLE.

o   Make sure that none of your suggested experts are in a conflict of interest with you or your research team. The suggested experts list is a list of individuals that you think would be able to comment on the research aspect of your application; this is not a request for professional or personal reference. The suggested experts must have no current or recent (five years or less) collaborative relationship with the applicant and, if applicable, other members of the research team (e.g. with your HQP). Conflict of interest would also exclude any experts from Concordia University.

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COVID-19

Description of Impact of COVID-19 on Research Activities

o Applicants for FRQ funding have the opportunity, if they wish, to include with their application form a document of no more than one page describing the impacts of the pandemic on their research or training activities. This document will be sent with the application form to the members of the evaluation committees, who will have to take the information provided into consideration when evaluating the application.

In this document, applicants are invited to:

1) Describe how the pandemic has affected their research or training activities, specifying the type of activities affected and the period when their activities slowed down or stopped, if applicable.

Description of Impact of COVID-19 on Research Activities (cont'd)

2) Explain how these impacts are reflected in their application for funding (e.g. decrease in academic average, delays in submitting a paper, etc.).

o   More generally, applicants are encouraged to report any impact of the COVID-19 pandemic that may have affected the competitiveness of their funding application. However, they are not required to provide details about their personal situation or information that they would consider confidential. If their activities slowed down or stopped due to personal, family or health circumstances, it is possible to simply indicate the nature of these circumstances (e.g., illness, family responsibilities, bereavement, etc.), without providing personal details.

Description of Impact of COVID-19 on Research Activities (cont'd)

The document on the impact of the COVID-19 pandemic can be attached, in PDF format, in the "Other documents" section, by selecting the document type "Description of the impacts of the COVID-19 pandemic on research activities".

For more information, see:

http://www.scientifique-en-chef.gouv.qc.ca/wp-content/uploads/Impact_COVID_lignes_directrices_EN.pdf

Evaluation and Adjudication

Evaluation Criteria

Summary	
C1. Quality of the research project	65 %
C2. Applicant's competency in science	30 %
C3. Integration of the principles of equity, diversity and inclusion in research	5%
	100 %

Criterion 1

Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**1.1 Excellence in research (15 pts)** -Originality -Scientific scope -Collaboration and partnerships **1.2 Project presentation (30 pts)** -Methodology -Realism of the time frame and budget -Quality of presentation **1.3 Project benefits (20 pts)** -Strengthening research capacity -Knowledge transfer

Criterion 1

Evaluation Criteria	Indicators
Quality of the research project **(65 pts)**	**1.1 Excellence in research (15 pts)** -Originality -Scientific scope -Collaboration and partnerships **1.2 Project presentation (30 pts)** -Methodology -Realism of the time frame and budget -Quality of presentation **1.3 Project benefits (20 pts)** -Strengthening research capacity -Knowledge transfer

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Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**Excellence in research (15 pts)** *Originality* Creativity, potential for disruption & advancement in the field (relevance of the theme and issues addressed, new approach, risk-taking, etc.). *Scientific scope* Scope of the objectives for the community and users & contributions within the field of research (applied or fundamental). *Collaborations & partnerships* Cooperation in Québec and/or internationally (relevance, added value for the project, the institution or Québec, etc.) (potential of the project to lead to collaborations and partnerships).

Criterion 1

Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**1.1 Excellence in research (15 pts)** -Originality -Scientific scope -Collaboration and partnerships **1.2 Project presentation (30 pts)** -Methodology -Realism of the time frame and budget -Quality of presentation **1.3 Project benefits (20 pts)** -Strengthening research capacity -Knowledge transfer

Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**Project presentation (30 pts)** *Methodology* Relevance in relation to objectives, scientific & technical feasibility. Availability of infrastructure & equipment. Relevance of the requested equipment for the successful completion of the research project. Complementarity or integration of requested equipment with equipment obtained or requested from other funding agencies (CFI, NSERC, etc.) or already present at the applicant's institution; where appropriate, the reuse of scientific material and the purchase of second-hand material are encouraged. Ethical & environmental considerations.

Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**Project presentation (30 pts)** *Realism of the time frame & budget* Appropriateness of budget & time frame: budget justification (details, quantification, etc.), relevance of the project duration to the research question and budget; risk management plan. *Quality of presentation* Project structure and understanding: description of objectives & keywords, clarity, vulgarization, quality of drafting and of presentation etc.

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Criterion 1

Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**1.1 Excellence in research (15 pts)** -Originality -Scientific scope -Collaboration and partnerships **1.2 Project presentation (30 pts)** -Methodology -Realism of the time frame and budget -Quality of presentation **1.3 Project benefits (20 pts)** -Strengthening research capacity -Knowledge transfer

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Evaluation Criteria	Indicators
Quality of the research project (65 pts)	**Project benefits (20 pts)** *Strengthening research capacity* Detailed training and mentoring plan: feasibility of the project for the training of highly qualified personnel, recruitment, tasks, pedagogical scope. *Knowledge transfer* Promotion & dissemination of results. Consideration for access to data (open access, etc.).

Criterion 2

Evaluation Criteria	Indicators
Applicant's Competency in Science (30 pts)	**2.1 Scientific Capacity (15 pts)** -Scientific Expertise -Experience and Potential **2.2 Knowledge Dissemination (15 pts)** -Scientific Community -General public and user communities

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Criterion 2

Evaluation Criteria	Indicators
Applicant's Competency in Science (30 pts)	**2.1 Scientific Capacity (15 pts)** -Scientific Expertise -Experience and Potential **2.2 Knowledge Dissemination (15 pts)** -Scientific Community -General public and user communities

Evaluation Criteria	Indicators
Applicant's competency in science (30 pts)	**Scientific capacity (15 pts)** *Scientific expertise* Relevance of CV to the project: the candidate must possess the expertise and knowledge necessary to successfully carry out the proposed project. *Experience and potential* Candidate's experience in the research field : quantity and quality of scientific contributions & achievements, mentoring & efforts put into offering an equitable and inclusive training environment and into attracting diversified students and trainees (animation activities toward under-represented groups etc.). Potential demonstrated by the applicant throughout his/her career and activities related to research & science : originality of academic background, risk-taking, engagement, influence, perseverance, drive, etc.

Criterion 2

Evaluation Criteria	Indicators
Applicant's Competency in Science (30 pts)	**2.1 Scientific Capacity (15 pts)** -Scientific Expertise -Experience and Potential **2.2 Knowledge Dissemination (15 pts)** -Scientific Community -General public and user communities

Evaluation Criteria	Indicators
Applicant's competency in science (30 pts)	**Knowledge dissemination (15 pts)** *Scientific community* Knowledge transfer/diffusion activities (organization & participation in seminars, symposia, publications, patents, etc.). *General public and user communities* Discussions and dissemination activities for a wide audience: general public, schools, municipal services, media, volunteering, production of non-technical content, etc.

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Criterion 3

Evaluation Criteria	Indicators
Integration of the principles of equity, diversity and inclusion in research (5 pts)	Efforts put in place to promote equity, diversity and inclusion. It is up to each applicant to choose how to address this criterion through concrete actions, taking into account his or her unique situation. Efforts may involve composition, organization and management, knowledge sharing and dissemination to user communities, etc.

Evaluation Criteria	Indicators
Integration of the principles of equity, diversity and inclusion in research (5 pts)	**Make sure to address all components of "EDI".** **Equity** refers to fair treatment, including the elimination of systemic barriers that disadvantage particular groups. Fair treatment is not necessarily the same for everyone, but takes into account different personal realities, both present and historical, to provide all individuals with access to the same opportunities for the promotion and support of research.

Evaluation Criteria	Indicators
Integration of the principles of equity, diversity and inclusion in research (5 pts)	**Make sure to address all components of "EDI".** **Diversity** refers to the presence within the research ecosystem of people from different groups, which promotes the expression of diverse perspectives, approaches and experiences, including those of underrepresented groups. The FRQ value the contribution of this diversity to research. **Inclusion** refers to the establishment of practices that allow all members of the research community to be and to feel valued, supported and respected, paying particular attention to underrepresented groups.

Evaluation Criteria	Indicators
Integration of the principles of equity, diversity and inclusion in research (5 pts)	The FRQNT does **NOT** wish to know the number of women or visible minorities, for example, who are part of a team or who are supervised by the applicant.
	Applicants will be evaluated on their efforts to create more diversified, inclusive and equitable research environments, whose climate and culture enable everyone to feel supported and respected.
	These concrete actions taken or planned may, for instance, be aimed at reducing the influence of bias in recruitment procedures or the allocation of funding for students; or at making conferences or other scientific events more inclusive (e.g. accessibility, diversity of invited speakers, accommodation for parents of young children).

Evaluation Criteria	Indicators
Integration of the principles of equity, diversity and inclusion in research (5 pts)	Other actions may seek to increase diversity within a field, institution or research team, such as science activities for young people from underrepresented groups. Organizing or participating in activities to develop knowledge and skills related to EDI are also examples of good practice. Note that the efforts described in this section should be those of the applicants and not those of their institution (e.g. the existence an institutional EDI policy), unless the applicant has contributed personally to the initiative in question. **Applicants are encouraged to reflect on the challenges specific to their environment or their field in order to develop relevant and effective actions.**

Organizing your proposal

It is highly recommended that you organize your 7-page proposal based on the 3 main criteria and the sub-headings and address everything that is mentioned in each of the sub-criteria above.

o For quality of the research project, you should have the following subheadings: Context, problematic, theoretical approach, objectives of research, methodology, timeline, impact of project.

o For applicant's competency, you should have the following: Explain the relevance of your career to the project and how it will lead to the successful completion of the research project.

o For EDI, you should have the following:
   Explain in concrete terms how you will take into consideration EDI principles in the management of your project.

Adjudication

o   Eligible applications are evaluated by multidisciplinary assessment committees and external experts selected among peers from the college, industrial, socio-economic and university sectors.

o   External referees report on the quality of the research project and the applicant's competency in science.

o   The multidisciplinary committees rank applications on merit, evaluate budget estimates, determine the level of funding for operations and equipment, and finally report to the FRQNT board of directors. Results are anonymized at this stage.

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Success Rates

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20
Concordia	55,6%	58,3%	36,4%	71,4%	50%	31%
All universities	45,8%	36,1%	44,4%	48,9%	40%	36%

CCV and attachment

Common CV and other technical considerations

o Rationale for a common CV (CCV): structured data and one point of entry for all agencies. **FRQ is a founding partner**.

o CCV login page: https://ccv-cvc.ca/ | If you already have a FRQ Common CV, you will need to review and update. If not, you will need to create one. Some information may be downloaded from an NSERC CV filed with a Discovery Grant Notice of Intent, but not all: FRQNT still uses a separate attachment with specific format and content guidelines.

o Fonts and font size:

  o Times New Roman 12 pt for users of Office

  o Nimbus Roman 12 pt for users of LaTeX

  o Condensed fonts are not accepted

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Common CV and other technical considerations

o The CCV and Detailed Contributions document must be attached in the "*Canadian Common CV*" section. The CCV should cover only the past 5 years prior to the competition deadline. If you already have a FRQ CCV make sure that it is the most up to date version.

o The list of most significant contributions should present the candidate's most relevant scientific achievements.

o **Proof of publication status (submitted, accepted, etc.) must also be included in the PDF document.**

Common CV and other technical considerations

o   The following are the 6 sections that must be present in the Detailed Contributions document:

- o   Most significant contributions – 5 contributions max (1 page max)
- o   Activities and contributions (2 pages max)
- o   Interruptions and delays (0.5 page max)
- o   Patents and Intellectual Property Rights (1 page max)
- o   Publications and works (no page limit)
- o   Proof of publication status (submitted, accepted, etc.) - include letters of acknowledgement and/or any letters of acceptance, etc. from editor/publisher for any/all publications that are submitted, accepted, under review.

o   This document should be named as follows: NAME_XXXXXYYYY.pdf where NAME is your last name, and XXXXX are the five letters and YYYY are the four digits that are found at the top of your FRQNet portfolio. Make sure to include this on the bottom of every page of this attachment.

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Common CV and other technical considerations

○ Most significant contributions: pick maximum 5 contributions that best illustrate your contribution to research or creation, their related environments or knowledge transfer, explaining the impact and relevance of each. A contribution is understood to be a publication, a conference, a patent or intellectual property rights, a contract or creative activity, a commission, etc. Your description may include the organization, position or activity type, description, start and end dates, and the basis on which this contribution is significant (i.e. relevance, target community and impact).

Common CV: How to create FRQ version

Common CV: How to create FRQ version

Common CV: Make sure to enter FRQ PIN in CCV Account

Common CV: How to submit CCV and upload attachment

**Fonds de recherche
Nature et
technologies
Québec**

Mikaelian, Shoghig (shoghig.mikaelian@concordia.ca) MIKSH1101

Activity details

▼As an applicant or holder
  Available competitions
  My forms
As a co-investigator
Attach documents
Canadian Common CV

FRQ E-portfolio homepage

Welcome to the FRQ E-portfolio!

Application forms
If you submit a funding application to one of our programs, please note that
competition deadline. Please read the rules of the program to which you ar

Canadian Common CV
When required in the program rules, make sure to submit your updated Co
Fonds that will receive the application in which you are candidate, or in whi

IMPORTANT: On the Canadian Common CV system, PIN/System Acco
on. The PIN (sequence of 5 letters and 4 numbers) is shown in the up
Account, you must contact our help centre (Contact Us menu).

Presentation Standards

All attachments must adhere to the following presentation standards:

Authorized fonts for all attachments:
- o   Times New Roman 12 pt for users of Office
- o   Nimbus Roman 12 pt for users of LaTeX
- o   Condensed fonts are not accepted

Pages must be 8½"x 11"(216 mm x 279 mm) and converted to PDF format. The file must not be password protected.

All margins: 1.9 cm(¾in.)

Top right corner: applicant's last name and first name

Top left corner: title of the attached document

Bottom centre: page number

Bottom of Detailed Contributions attachment: NAME_XXXXXYYYY (where NAME is your last name without any accents, and XXXXX are the five letters and YYYY are the four digits that are found at the top of your FRQNet portfolio).

Submission Process
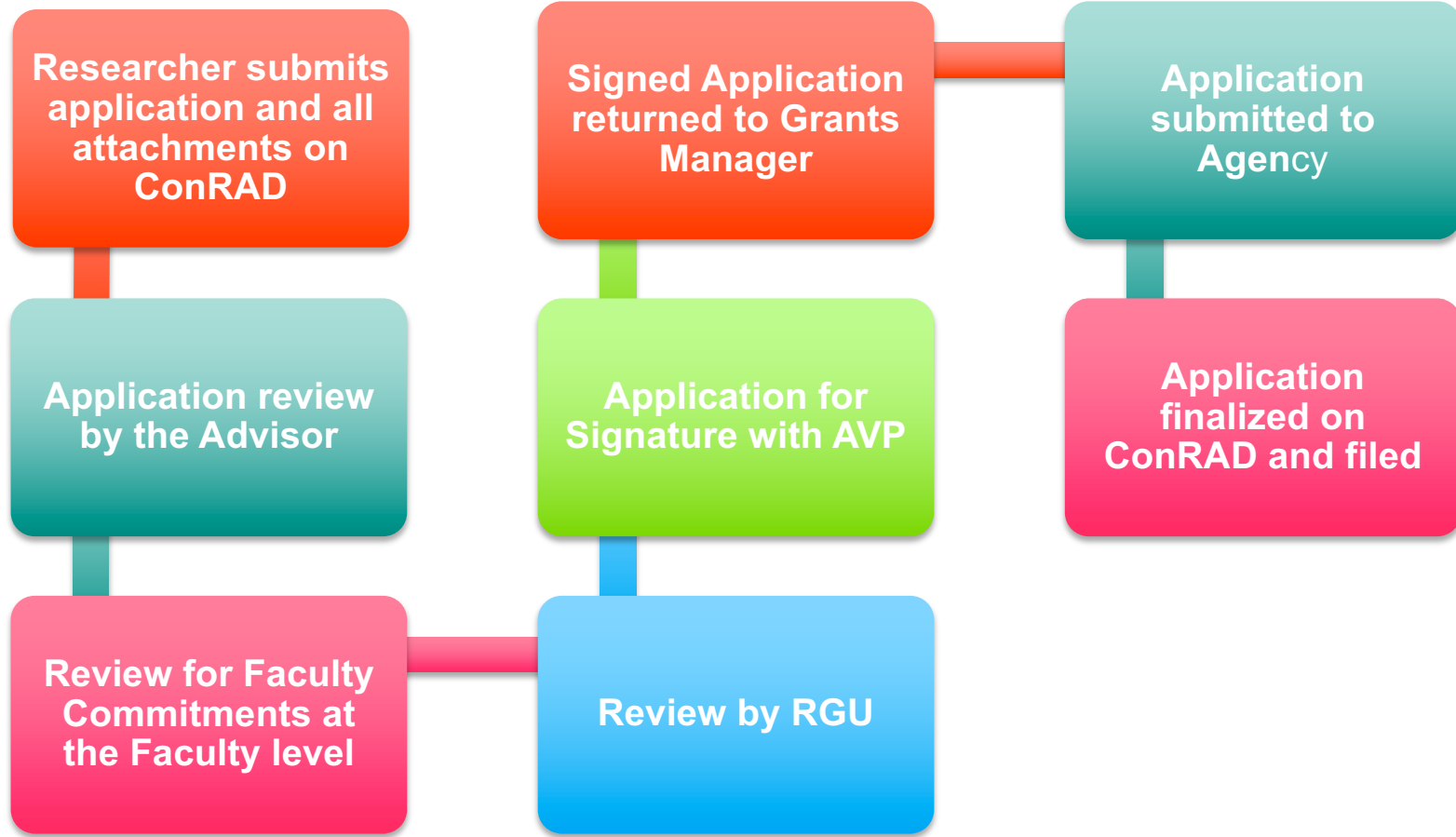
Content Development Support vs Program Review

All grant applications are reviewed before their submission to external agencies.

CONTENT DEVELOPMENT SUPPORT	PROGRAM AND ADMINISTRATIVE SUPPORT + REVIEW
10 business days (or more) prior to external deadline (voluntary) **Method:** by email and/or Zoom only (due to COVID-19)	**5 business days prior to external deadline (mandatory)** **Method**: Final and complete application through ConRAD
1. Access to sample successful applications 2. Editing of various sections for cohesiveness, formatting, content of EDI, etc. 3. Assistance with budget development (conformance with agency and institutional approved rates, travel, indirect costs, and budget justification) 4. Detailed review of drafts following the evaluation criteria and peer evaluation manual 5. Liaison with sponsor agency	Review of application for: 1. completeness, 2. conformance to agency guidelines 3. required signatures 4. Support/attestation letters 5. and electronic submission
Reviewer: Advisor, Research Development	**Reviewers**: Advisor, Research Development, Research Grants Unit

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Program	Inform ARD of intention to apply	Full review deadline	Internal application through ConRAD and FRQnet	Agency
FRQNT Research Support for New Academics	September 2 at latest	September 2 at latest	September 9, 9am	September 16, 4pm
			All COMPLETE forms and attachments must be submitted on ConRAD by this date.	

Contact Information

SECTOR	ADVISOR	CONTACT INFORMATION	
Business & Social Sciences	Arlene Segal	x 2388	arlene.segal@concordia.ca
Engineering & Computer Science	Lauren Segall (BCEE, CME, MIAE) Shoghig Mikaelian (CES, CSSE, CIISE, ECE)	x 4450 x 3263	Lauren.segall@concordia.ca shoghig.mikaelian@concordia.ca
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