

Office of Research Workshop
FRQ-NT Team Grant
Wednesday, August 19th, 2020
10:00 am – 12:00 pm

Agenda

- **Program updates**
- **Overview of program**
- **Final thoughts & reminders**
- **Contact information**

Program Updates

- New eligibility conditions for team leaders in relation to the new research statuses described in the Common General Rules of the Fonds de recherche du Québec
- Equipment grant: quotations required when the cost of one piece of equipment exceeds **\$25,000** tax included
- EDI: New indicator in the evaluation criteria on the efforts put into offering an equitable and inclusive training environment and into attracting diverse students and postdoctoral fellow, as well as team composition.
- If you have received funding through the PRE program in the past, you must attach a document of 1 page describing the results in the context of scientific contributions or dissemination, knowledge transfer, technological advancements, co supervision, and collaboration

Program Updates

- Attachment formatting has been harmonized
- Format of all written documents* :
 - 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 (¾ in.)
 - Line spacing: single-spaced with a no more than six lines per inch.
 - Font: Times New Roman (12 points) for Microsoft Office or Open Office users, or Nimbus Roman (12 points) for LaTeX users.
 - Narrow fonts are not permitted
 - Identification of pages:
 - Top right corner: applicant’s last name and first name
 - Top left corner: title of the attached document;
 - Bottom centre: page number;

Impact of Covid-19 pandemic on Research and Training

- Researchers have the option of attaching 1 page to “other documents” describing any slowdown or halt to research and training as a result of the lockdown
- The 1 page document asks you to:
 - 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;
 - Explain how these impacts are reflected in their application for funding (e.g. decrease in academic average, delays in submitting a paper, etc.).
- For example, caregiving, homeschooling, illness, bereavement, lack of resources.
- <http://www.frqnt.gouv.qc.ca/en/covid-19-mesures-et-programmes>

Team Research Project Overview

Agency deadline: September 10th, 2020
OOR Deadline: September 2nd 2020

Program objectives:

- Foster the emergence of new research niches in all scientific fields covered by the Fonds de recherche du Québec – Nature et technologies (FRQ-NT) and enhance the ability of Québec researchers to compete in federal competitions by carrying out innovative projects
- Promote the pooling of researchers with complementary expertise needed to carry out these projects
- Provide an environment conducive to high-caliber student training and supervision

Team Research Project Overview:

Project eligibility conditions

- Projects must relate to fields covered by FRQ-NT under these major areas of research:
 - Abstract structures; Nature and interaction of matter; Living organisms; Natural resources; Energy; Environment; Information and communication technologies; Techniques, measurement and systems; Materials; Manufacturing and construction
 - A complete list of research fields is available (in French only) [here](#)
- Projects must be innovative in scope and demonstrate complementary expertise.
- Projects cannot be subsidized by another funding agency.
- Projects are awarded for a duration of 3 years (\$60k/yr) and are **not renewable**.

Team Research Project Overview: Researcher eligibility conditions

Two categories of researchers: regular or collaborator

- A team is composed of at least two university researchers, clinical university researchers or college researchers.
- Retired researchers cannot lead a project
- Common curriculum vitae (CCVs) will be required of all regular members.
- Researchers from other research venues (i.e. government, industry) may be invited as collaborators. Their CCVs will not be required. Their role will thus have to be clarified in the project description.

Team Research Project Overview: Researcher eligibility conditions (cont'd)

- Researchers may participate as **regular members in only 2 projects, either funded or in competition:**
 - Researchers may lead only one project.
 - Researchers funded twice as regular members and whose current funding extends beyond March 31, 2021 cannot participate as regular members in the current competition. They can only participate as collaborators.
 - Citizenship requirements have been relaxed. The university has only to confirm work permits.

Carefully screen potential regular members in order to identify and resolve possible conflicts.

Title and Abstract

- Title and Abstract must be in French
 - Translation services via Cspace
 - In comments section make sure to note that text cannot exceed 500 words
- When translated into French, text is approx. 20% longer, so take that into consideration when composing
- Given approx. 2 weeks lead for translation at Translation Services

Project Description

- 10 pages
- Respect formatting guidelines
 - Scientific quality of the research project
 - Expected benefits of the project
 - Scientific quality and complementarity of team members
 - Quality of the training environment
 - Integration of the principles of Equity, Diversity, and Inclusion

Budget Justification

- 1 page maximum
- Respect formatting guidelines
- Describe and justify each expense outlined in budget

CCV and CV contributions attachment

- **Each section must start on a new page**
- **Most significant contributions** Identify a **maximum of five (5) contributions**, with a maximum length of **one page**,
- **Activities and contributions** The activities and contributions defined in this section should include both academic and non-academic achievements, and their impacts. **Limit the list to two pages.**
- **Interruptions and delays** Identify factors that might have delayed or interrupted any of the following: academia, career, scientific research, other research, dissemination of results, training, etc. **Limit the list to half a page.**
- **Patents and intellectual property rights** This section should include details for patents and intellectual property rights for technology transfer, products, and services. Do not include publications in this section. **Limit the list to one page.**
- **Publications and works** List your principal publications and works and other research or creation contributions **since January 1, 2015. No page limit!**
- **(NEW) Proofs for publications which are submitted, accepted or at press**

Equipment Grant

- Equipment grant attached to operating grant, must be made in the first year
- \$7,001 to \$50,000
- Two quotations must be provided for each piece of equipment with a unit list price of more than \$25K
- If only one quote is possible, please justify
- Concordia tax rebate 6.94%

Evaluation of Equipment Requests

- 2 page attachment identifying, describing, and justifying the need for the requested equipment
 - relevance of the requested equipment for achievement of the research project
 - availability of similar equipment at the candidate's university or the region's universities;
 - overall benefits (accessible to several users, contribution to researcher training, etc.);
 - amount of time the equipment will be used

Team Research Project Overview: Evaluation procedure

- Distribution of all eligible applications in various thematic assessment committees based on the disciplinary focus of research projects.
- Experts in each of the thematic committees are recruited after confirming having the skills and expertise to assess applications.
- Projects are graded according to the evaluation grid appended in the program rules.
- Ranking of applications in thematic committees are sent to multidisciplinary committees which then evaluate budget estimates, determine the level of funding for operations and equipment, and finally report to the FRQ-NT board of directors.

Team Research Project Overview: Evaluation criteria

Summary

Scientific quality of the research project	30 pts
Expected benefits of the project	25 pts
Scientific quality and complementarity of team members	25 pts
Quality of the training environment	15 pts
Integration of the principles of EDI	5 pts
	100 pts

Team Research Project Overview: Evaluation criteria (cont'd)

Scientific quality of the research project

- Innovative, incubator or high-benefit aspects of the project
- Need and use of complementary expertise in the project
- Methodological approach and feasibility of the timetable

Expected benefits of the project

- Impact on the advancement of knowledge and on the resolution of social, economic, cultural and technological issues
- Leverage for Québec
- Responds to the need for training highly qualified personnel
- Possible partnerships with end users
- Dissemination of research results to the public at large

Team Research Project Overview: Evaluation criteria (cont'd)

Scientific quality and complementarity of team members

- Demonstration of creativity or creative potential
- Achievements in research
- Fit between the expertise of team members and the proposed research project
- Means of integrating the scientific skills of the team members
- Quality of collaborative links between team members and other players or partners

Team Research Project Overview: Evaluation criteria (cont'd)

Quality of the training environment

- Members' experience in supervising students
- Integration of collegiate or university students from all cycles and postdoctoral trainees in the project
- Project's contribution to training
- Ability of highly qualified manpower to enter the job market

Team Research Project Overview: Evaluation criteria (cont'd)

Integration of the principles of equity, diversity and inclusion

- Candidates will be evaluated on efforts put into offering an equitable and inclusive training environment and into attracting diverse students and postdoctoral fellows.
- researchers must describe what they do to promote equity, diversity and inclusion, for instance in their recruitment process and mentoring, or when organizing scientific events or attributing financial support
- These efforts should not be limited to increasing diversity, but should also aim to create inclusive, equitable training environments, where climate and culture allow everyone to feel respected.
- please visit FRQNT's [web page on equity, diversity and inclusion](#)

I - Scientific quality of the research project (30

points) <http://www.frqnt.gouv.qc.ca/en/bourses-et-subventions/consulter-les-programmes-remplir-une-demande/bourse/team-research-project-b1tezbwx1592846437247>

- **A (30-27)** The research project is of exceptional quality and satisfies all the indicators: it is highly innovative and high-benefit, complementary expertise is essential, the issue at stake and the methodology are very pertinent and very well presented, the timetable is realistic.
- **B (27-24)** The research project is of good quality and satisfies most of the indicators: it is innovative and high-benefit, it requires certain complementary expertise, the issue at stake and the methodology are pertinent and well presented, and the timetable is relatively realistic.
- **C (24-21)** The research project is average and only satisfies some of the indicators: it is not very innovative or high-benefit, the researchers' expertise do not the issue at stake and the methodology are briefly presented, the projected timetable is not very realistic.
- **D (21-18)** The research project is weak and fails to satisfy a number of the indicators: it does not appear to be particularly innovative or high-benefit, a team with complementary expertise is not critical for carrying out the project, the issue at stake is only vaguely described, the methodology has certain weaknesses, and the timetable is absent.

II - Expected benefits of the project (25 points)

- **A (25-22.5)** The research project will contribute to developing new research niches. It should result in groundbreaking progress in terms of the advancement of knowledge internationally recognized by all specialists in the field. There will likely be major short-, medium- or long-term social, economic and cultural benefits. It should be a springboard to national and international programs or enable important partnerships to be formed with other users.
- **B (22.5-20)** The research project could lead to the emergence of new research niches. It could also result in significant progress in terms of the advancement of knowledge recognized by international specialists in the field, or have some short-, medium- or long-term social, economic or cultural benefits. It could be a springboard to national and international programs or enable partnerships to be formed with other users.
- **C (20-17.5)** The research project present limited innovation in its approach. It could also lead to some progress in terms of the advancement of knowledge recognized by all Canadian specialists in the field, or have short-, medium- or long-term, social, economic or cultural benefits.
- **D (17.5-15)** The research project does not present any innovation in its approach. It should not yield any progress in terms of the advancement of knowledge recognized by specialists in the field, or yield certain short-, medium-, or long-term social, economic or cultural benefits.

III-Scientific quality and complementarity of team members (25 points)

- **A (15 to 13.5)** The main members are internationally known as being exceptional and have been credited with major achievements or are new researchers who have already gained recognition for their initiative and their aptitude for innovation. They have shown great capacity to work as a team with researchers who have different training and expertise.
- **B (13.5 to 12)** The main members of the team are in most cases innovative and are internationally known for their expertise or are very promising new researchers. They have shown their capacity to work as a team with researchers who have different training and expertise.
- **C (12 to 10.5)** The main members of the team are known nationally in their field or are promising new researchers. They have some teamwork experience.
- **D (10.5 to 09)** The main members of the team are somewhat known by their colleagues or are new competent researchers.

IV - Quality of the training environment (15 points)

- **A (10 to 09)** The team members, the nature of the project and the scientific animation activities create a unique training environment. Graduates from every level are in great demand.
- **B (09 to 08)** The team members, the nature of the project, and the scientific animation activities create a very good training environment that has great potential for producing excellent graduates. The graduates find work easily.
- **C (08 to 07)** The team members interact regularly with collegiate and undergraduate students and supervise an acceptable number of graduate students and postdoctoral trainees. Graduates receive a pertinent training and usually find work in a field closely related to their training.
- **D (07 to 06)** The team members interact regularly with collegiate and undergraduate students and occasionally train graduate students. The students receive relevant training that will allow them to find work in a related field. The students involved in the project will be trained primarily in a specific discipline

V- Integration of the principles of equity, diversity and inclusion (5 points)

- The scoring of this criterion is left to the discretion of the committee members during the evaluation.
- Candidates will be evaluated on efforts put into offering an equitable and inclusive training environment and into attracting diverse students and postdoctoral fellows.
- researchers must describe what they do to promote equity, diversity and inclusion, for instance in their recruitment process and mentoring, or when organizing scientific events or attributing financial support
- These efforts should not be limited to increasing diversity, but should also aim to create inclusive, equitable training environments, where climate and culture allow everyone to feel respected.
- please visit FRQNT's [web page on equity, diversity and inclusion](#)

Required Documents

- Team Research Project
- Canadian Common CV plus attachment
 - Separate formatting instructions and guidelines PDF found in “Documents” tab in FRQnet
- Attachments:
 - 2 Price quotes for equipment more than \$25,000 (1 quote with justification in exceptional circumstances)
 - Retired researchers must provide letters from their institutions attesting that they have access to facilities
 - Impact of Covid-19 in “other documents” (optional)

Proposal and Budget Attachment Presentation Standards

- 8 1/2 in x 11 in pages in PDF
- Single spaced, max 6 lines per inch
- 12 pt Times New Roman (Microsoft Office) or 12 pt Nimbus Roman (LaTeX)
- Margins set at min 3/4 inch (1.9 cm)
- Document name:
 - Upper right corner: Surname, Given name (ie, Smith, John)
 - Upper left corner: Title of attached document
 - Lower center: Page number (1,2, ...10)
 - Guidelines PDF found in “Documents” tab in FRQnet

Final thoughts and reminders

Deadlines

EXTERNAL

- Please note the date **and** time specified.
- Allow extra time in case of last-minute online technical issues.

INTERNAL

- Administrative verification: Minimum of **5 full business days (EXCLUDING deadline) date before agency deadline date.**
- Purpose: To allow for approval of any financial or in-kind commitments; to verify that all agency requirements have been met and that the application is complete.
- Proposal Review and Consultation (optional but highly recommended):
- For optimal grant review assistance, we recommend that you submit your application to your Faculty's Advisor **at least 2 weeks prior to the agency deadline date.**

Deadlines

FRQNT competitions	Review	OOR	Agency
Team Research Project	End of August	September 2 nd	September 10 th
		<u>All supporting documentation must be submitted to the ConRAD at this date.</u>	

Contact information

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