# Fonds de recherche du Québec

Scholarship Programs

FRQ-NT - FRQ-S - FRQ-SC



presented by
Graduate and Postdoctoral Studies
Graduate Funding



# Acknowledgement

**Dr. Rahul Gawri** from the Department of Surgery has kindly permitted the inclusion of his slides during my presentation.

As a previous FRQS Evaluation Committee member, he was invited to present during Discover McGill Graduate Orientation Funding Sessions.

# \*Reminder\* International and out-of-province students!

You are now eligible to apply as of Fall of your FIRST year in an eligible research program!

Master's non-thesis programs are still **NOT** eligible.

## **Programs Overview**

FRQ-NT - FRQ-SC - FRQ-S

- Masters \$20,000 / year (duration 6 sessions) During the first six sessions of Masters
- Doctoral \$25,000/ year (duration 12 sessions) During the first 15 sessions of PhD
- Possibility of mobility [up to 8 months] with approval for international award holders

Applications submitted directly to granting agencies by respective deadlines.

\*Reminder\* Anyone who submitted an application for funding to the FRQ is required to send the application number to their <a href="Graduate Program Coordinator">Graduate Program Coordinator</a>

# **Applicant Eligibility**

## **Citizenship and Domicile**

Applicants are eligible to apply for a master's, doctoral or postdoctoral training award **if** they: are a Canadian citizen or Canadian permanent resident

#### **AND**

Have a Régie de l'assurance maladie du Québec (RAMQ) card that is valid at the competition deadline or proof of application for a RAMQ card and that the card will be valid at the competition deadline.

If one (or both) of the above two conditions is not met, applicants must submit one of the following documents in order to be eligible: [this applies to international and out-of-province students]

In the case of an application for a **master's or doctoral** training award:

proof of admission to a master's or doctoral program at a Québec university

#### OR

■an acceptance form from the research supervisor at a Québec university.

In the case of an application for a **postdoctoral** training award:

■an acceptance form from the fellowship(postdoctoral) supervisor at a Québec university.

# **Applicant Eligibility**

4.2 Documents required from the research supervisor **IMPORTANT NOTE** 

This section is intended for applicants who are required to pursue their studies in Québec and are unable to provide proof of admission to a program of study at a Québec university. For all other applicants, this document is not required.

The applicant must identify the research supervisor in the "Program / Host environment" section of the form. The supervisor must first create an FRQnet account. An email will then be sent to the supervisor and an electronic Supervisor Acceptance Form will automatically be added to the supervisor's FRQnet ePortfolio. A PDF version of the form is available in the Toolbox.

The research supervisor must complete the **electronic Supervisor Acceptance Form** and **submit it before the applicant submits the scholarship application form**. If this is not done, the applicant will not be able to submit the form and the application will be inadmissible. It is the applicant's responsibility to provide the research supervisor with the necessary instructions for creating an FRQnet account, and to ensure that the form is submitted within the prescribed deadline.

Once the acceptance form has been submitted by the research supervisor, no further changes can be made.

# **Application Process**

- Application process
  - through FRQNet
  - must create an account and have a NIP (PIN) [How to video online]

Applications reviewed and selected by granting agency. McGill Graduate Funding is not involved with the selection.

\*\*Remember once you create your application, you must send the application number to your <a href="Graduate Program Coordinator">Graduate Program Coordinator</a>

# **Application Deadlines**

## Société et culture

This sector supports research and training in the social sciences, humanities and arts & letters

## Nature et technologies

This sector supports research and training in natural sciences, mathematics and engineering

## Santé

This sector supports research and training in health

Masters (B1Z)	October 1, 2024 at 4:00 pm
Doctoral (B2Z)	October 1, 2024 at 4:00 pm

Masters (B1X)	October 2, 2024 at 4:00 p.m.
Doctoral (B2X)	October 2, 2024 at 4:00 p.m.

Masters Training

October 3, 2024 at 4:30 p.m

Doctoral Training

Masters Training for Medical Students (MD-M.Sc)

Doctoral Training for Medical Students (MD-PhD)

October 3, 2024 at 4:00 p.m

October 3, 2024 at 4:00 p.m

Application forms and attached documents must be completed and transmitted within the prescribed deadlines and in accordance with any specific program requirements.

Any application that does not comply with these requirements will be deemed ineligible.

## **Common General Rules**

## **IMPORTANT** reading BEFORE you begin

- Applicable to ALL three Sectors.
- Student award rules are denoted by: ST



- Updated almost every year
  - Be sure you are looking at the rules for year you apply
- Read in conjunction with your Funding Program Rules
  - Funding program rules takes precedence

https://frq.gouv.qc.ca/en/common-general-rules/

## IMPORTANT – re-read when application is successful

- Refresh your memory of the rules
- Read Award Holder's Guide (found in the toolbox)

# Where do I apply?

Québec Fonds de recherche du Québec



https://frq.gouv.qc.ca/

# **Searching for Funding**

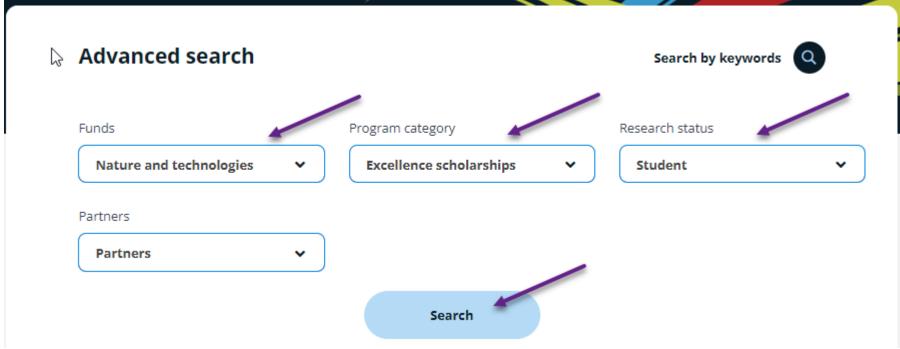
### Where to find the scholarships listing

Full screen width (computer screen)

# Remember: SCROLL Down

Narrow screen width (Cell phone or tablet screen)

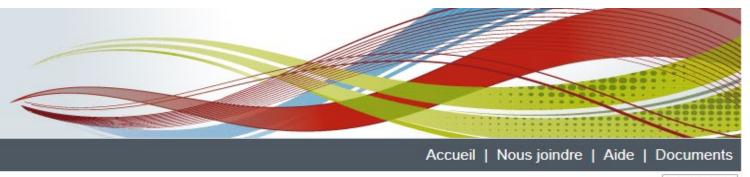
# **Searching for Funding**



Remember
SCROLL Down to
After clicking search
to see the
results of search

# **How to Apply**

Fonds de recherche du Québec



Français \*

#### Authentification

Mot de passe oublié?

Compte utilisateur (adresse courriel ou NIP)

Mot de passe

Débuter la session

Créer un compte



# **FRQNet**



# Select the appropriate agency for your application

#### Nature et technologies

Ce Fonds soutient la recherche et la formation de la relève en sciences naturelles et génie.

#### Société et culture

Ce Fonds soutient la recherche et la formation de la relève en sciences sociales et humaines, en arts et lettres.

#### Santé

Ce Fonds soutient la recherche et la formation en santé.

All applications for financial support must be made using the appropriate application form, which is available on the website of the sector to which the application is being submitted.

# **Application Form Instruction**

English ▼

#### **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 the Fonds will only process the applications submitted with all required documents by the competition deadline. Please read the rules of the program to which you are applying before filling in your form.

#### Canadian Common CV

When required in the program rules, make sure to submit your updated Common Canadian CV and to attach your detailed contributions. This CV must be submitted to the Fonds that will receive the application in which you are candidate, or in which you will act as a co-investigator, or at FRQS, as a director or co-director.

IMPORTANT: On the Canadian Common CV system, PIN/System Account menu, you must use your PIN and password associated with the web portfolio you are on. The PIN (sequence of 5 letters and 4 numbers) is shown in the upper-left corner of this page. If this PIN is different from the one in the CCV PIN/System Account, you must contact our help centre (Contact Us menu).

#### Manage my funding

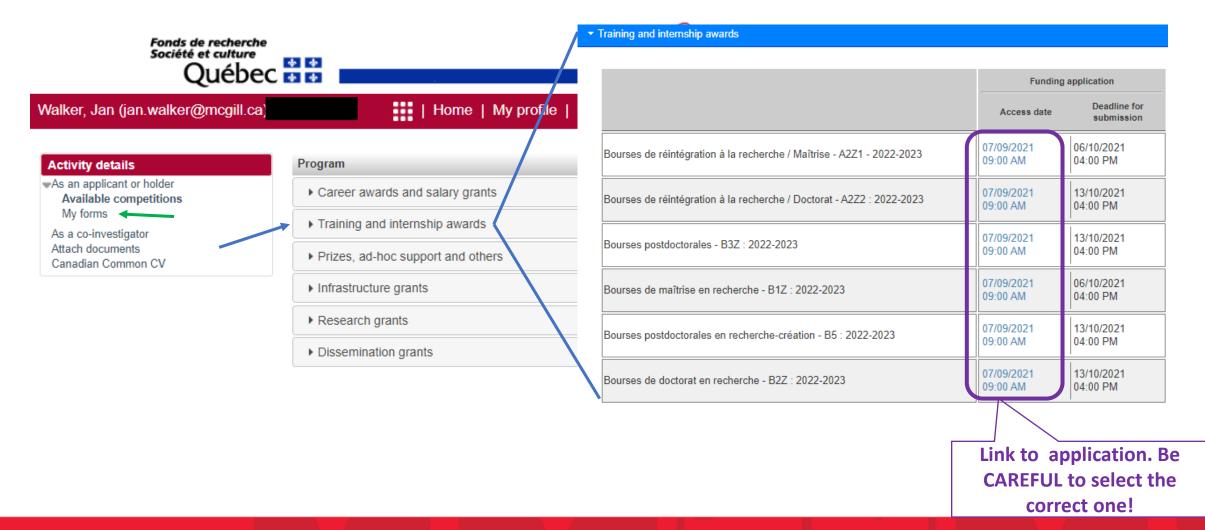
If you have received a grant offer from one of the Fonds after having submitted an online application, you will have to manage your funding through the e-portfolio of that Fonds. A "Manage my funding" tab will appear in the left menu called Activity details, under the "As an applicant or holder" tab.

#### Documents menu

Please consult the Documents menu in the main menu bar of your E-portfolio for relevant information documents.

Note: Your session will automatically expire after 30 minutes of inactivity.

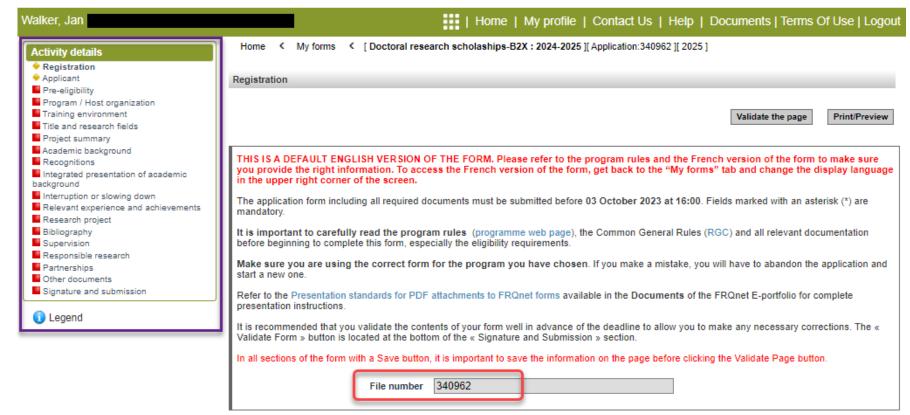
# **Application Form Instruction**



# **Application Form**







Validate the page

Print/Preview

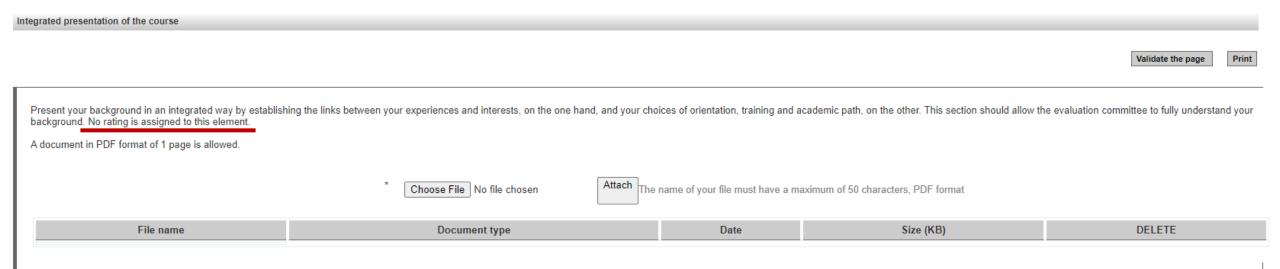
# **Application Form**

## Activity details Registration Applicant Pre-eligibility Program / Host organization Training environment Title and research fields Project summary Academic background Recognitions Integrated presentation of academic background Interruption or slowing down Relevant experience and achievements Research project Bibliography Supervision Responsible research Partnerships Other documents Signature and submission

# Integrated presentation of academic background-

You must present your background in an integrated manner, establishing links between your experiences and interests on the one hand, and your career and education choices on the other. This section must provide the evaluation committee with a good understanding of your background. No rating is assigned to this element

## Integrated presentation of academic background/Présentation intégrée du parcours



- ✓ No rating assigned to this element
- ✓ But use this to connect with your reviewer and earn an advocate!!
- ✓ Show a clear plan for your career and how this funding is important for you
- ✓ Show the passion to pursue this degree, and it's just not "drifting"
- ✓ Stray away from indicating that this is a steppingstone toward a professional school application
- ✓ Why are you co-supervised (if you are)? What will you gain from it?
- ✓ Remember points for the overall presentation?

# **Application Form Relevant experience and achievements**

Starting with the most recent, list and describe the experience and achievements that have helped you develop your interest in and potential for research. Doctoral [4 pages] Masters [2 pages]

**Relevant experience** - Experience includes, among other things, teaching, mentoring, assistantships and participation in research projects or internships. Be careful to distinguish between compulsory research training internships that are part of the academic curriculum of the study program and optional or self-initiated internships. Also identify the person who supervised the research internship or project, and the start and end dates of each activity.

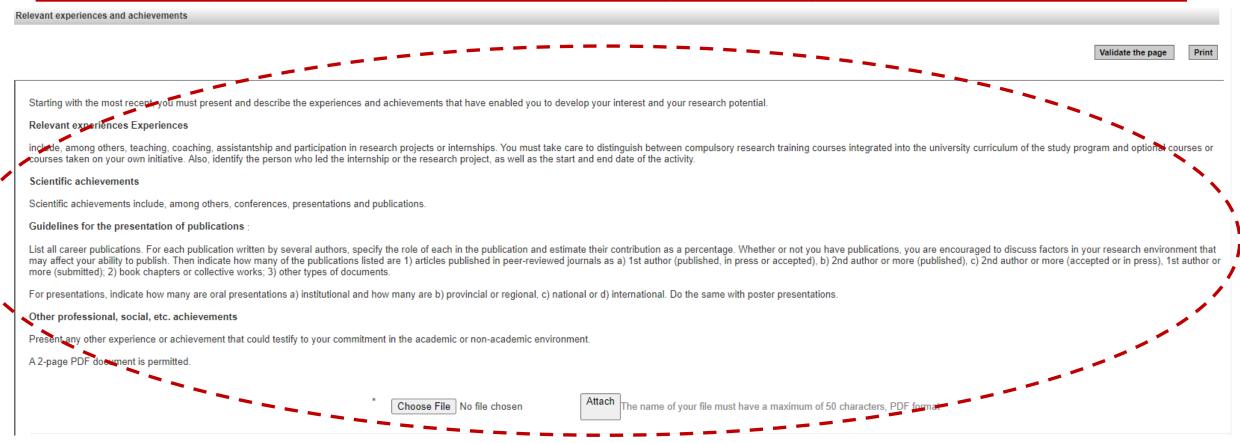
**Scientific achievements -** include, among other things, conferences, presentations and publications.

**Guidelines for presenting publications:** - List by category, starting with the most recent, refereed publications such as peer-reviewed journal articles, published books or book chapters, contributions to a collective work, including oral and poster presentations. Mention conference proceedings, where applicable. Identify refereed publications with an asterisk. Indicate, where applicable, specific departmental policies regarding publications.

Submitted articles are only considered if accompanied by a copy of the acknowledgement of receipt from the publisher. Articles accepted for publication must be accompanied by a notice from the publisher. Acknowledgement of receipt is not required for articles that are already published. For submitted articles, attach all acknowledgements of receipt and notifications in a single document, in the Other documents section, **Type of document "Submitted and accepted articles – proof"**. Articles in preparation are not considered if they have not been submitted.

Other achievements (professional, social, etc.) - Present any other experience or achievements that demonstrate your engagement in an academic or non-academic setting.

## Relevant experiences and achievements/Expériences pertinentes et réalisations



- ✓ Use this section to your advantage; make up for if losing points in other sections
- ✓ Strictly follow formatting guidelines; give all required information and metrics
- ✓ If abstracts are submitted, you may add it, but mark the section very clearly

# FRQ Harmonized Evaluation Criteria

The following slides have the evaluation grid taken directly from the "Guide d'information – critères d'évaluation" in French or "Information guide Training award programs: New evaluation criteria". It may be accessed from the tool box and an English copy is on our web page.

An application must score 70% or more to be considered for funding.

## **FRQ Harmonized Doctoral**

### **EVALUATION CRITERIA – DOCTORAL**

## Academic record and progress (45 points)

- Transcripts;
- Honours (awards, distinctions, scholarships);
- Achievements (scientific, professional, social, etc.) and relevant experience (related to the project or background);
- Capacity for engagement and leadership (in and out of academia) (in and out of academia);
- Ability to facilitate dialogue between science and society.

## Research project (55 points)

- Originality of the project and contribution to the advancement of knowledge;
- Clarity and coherence of the research problem;
- Relevance of the methodology;
- Feasibility of the project and realism of the time frame.

## **TOTAL (100 points)**

- ✓ Reverse engineer your application section by section
- Address all required evaluation criteria
- ✓ Aim to score high on each evaluation criteria

## **FRQ Harmonized Masters**

### **EVALUATION CRITERIA – MASTERS**

## **Academic record and progress (50 points)**

- Transcripts;
- Honours (awards, distinctions, scholarships);

- ✓ Reverse engineer your application section by section
- Address all required evaluation criteria
- ✓ Aim to score high on each evaluation criteria

Achievements (scientific, professional, social, etc.) and relevant experience (related to the project or background);

## Research interest and potential (45 points)

- Proposed research (originality, clarity, coherence, etc.)
- Relevance of the methodological elements and the overview the conceptual framework;

## **Overall presentation (5 points)**

**TOTAL (100 points)** 



# Tips on preparing your application

- Determine your eligibility
- Before starting the preparation of the application, read all the documentation concerning the chosen program (web file, form, documents in the toolbox, etc.) carefully. Every year, many details are updated.
- All applications for financial support must be made using the appropriate application form, which is available on the website of the Fonds to which the application is being submitted. Application forms and attached documents must be completed and transmitted within the prescribed deadlines and in accordance with any specific program requirements
- Use the space allocated in the forms wisely in order to facilitate the reading of the application.
- Any application that does not comply with these requirements will be deemed ineligible. All pages that exceed the maximum limit will be removed from the application submitted for evaluation.
- Any document not required by the program rules will also be removed from the application. Some programs
  require the submission of specific documents in addition to the funding application form.
- More How-To videos

# **Start Early**

- ✓ Start working on the sections as soon as you can
- ✓ Consult your supervisor(s) at each step, especially for choosing which fonds and committee to apply to, which research domains to enter
- ✓ Letters of recommendation are not required, so use your supervisor's time for internal suggestions and critiques
- ✓ Get language support, whether in English or French
- ✓ If submitting in French, make sure not to use Google Translate
- ✓ Proofread, proofread, proofread
- ✓ Have it read by past successful applicants, other faculty members you may know (if they have time), and senior members of the lab.

# Sections reviewers thoroughly look at (not limited to)

- ✓ Project Summary (to gain familiarity and to get excited about the project)
- ✓ Academic Background \*
- ✓ Recognitions \*
- ✓ Integrated presentation of research background \*
- ✓ Interruptions and slowing down \*
- ✓ Relevant experiences and achievements \*
- ✓ Proposed research\*
- ✓ Bibliography (Psst... don't put in wrong references)
- \*There is no CV attachment, so use these sections to introduce yourself and your achievements and impress the reviewer!!!

# **Academic Background/Parcours Universitaire**

- ✓ Follow guidelines
- ✓ Provide equivalency sheet if you have it (graduate program coordinator may have it?)
- ✓ Provide an explanation letter as a cover letter before (each) transcript if sections are unclear and need explaining. E.g., a course that was not counted and a grade that is not part of the GPA
- ✓ Don't make it a missed opportunity, allay questions

#### Official transcripts

All your university transcripts must be attached to the application, whether the studies were completed or not. Only official transcripts are accepted. Please refer to the program rules to learn about FRQ's requirements for transcripts.

Transcripts from institutions outside North America must be accompanied by a letter explaining the grading system used by the institution in question.

Transcripts in a language other than French or English must be accompanied by a professional translation certified as a true copy of the original.

The transcripts and, if necessary, the letter explaining the grading system must be scanned and combined in a single PDF document (maximum 50 pages). They must be in vertical (portrait) orientation and arranged in chronological order starting with the most recent. Your PDF document must not be read protected or have any special configuration such as: Signets Pièce jointe Paramètres de sécurité

If you are unable to provide one or more transcripts, please refer to the program rules to learn what documents you must include. Any such documents must be attached in this section

\* Choose File No file chosen Attach
Filename must not exceed 50 characters, PDF format



# Help with writing

### **Graphos**

https://www.mcgill.ca/graphos/workshops

#### **McGill Writing Centre**

• <u>Tutorial Service</u>: will return in the second week of September. Please check the schedule for a bookable appointments. <a href="https://mwcschedule.mcgill.ca/schedule.php">https://mwcschedule.mcgill.ca/schedule.php</a>

#### **SKILLSETS**

- Would You Fund It? Fellowship Consultation Session
- https://www.mcgill.ca/skillsets/offerings/would-you-fund-it

This year, consultations will be conducted in person and virtually.

# Proposed research/Recherche proposée

## Research proposal Doctoral (2 pages) Masters (1 page)

- ✓ Have realistic aims; too many are not necessarily good
- ✓ Avoid too many niche technical details; draft it for a broad scientific audience
- ✓ Provide enough details, do not dilute down too much
- ✓ Desired sections (not hard and fast);
  - i). Background,
  - ii). Hypothesis
  - iii). Objective/Aims
  - iv). Expected results
  - v). SGBA+ considerations
  - vi). Power calculation (if applicable)
  - vii). Novelty and advancement of knowledge
  - viii). Significance
    - xi). Gantt chart, if possible???

## The Achilles heal: SGBA+ considerations

- ✓ Reviewers don't get to see this section
- ✓ Include SGBA+ consideration in the proposal; whether 1-pager or 2-pager
- ✓ If not relevant to your project, still add a few lines and explain why it does not apply to your project
- Demonstrates that you have thought about it either way
- ✓ Scores big with reviewers. The majority miss this section

## **Concurrent Funding**

## Read your program rules

Partial concurrent funding with a scholarship from a federal funding agency **may be possible**. You may also accept the scholarship from the Fonds to take advantage of additional benefits that are not covered by the federal scholarship, as applicable:

- When the value of the scholarship from the Fonds is higher than that of the other scholarship, the amount will be adjusted to make up for the shortfall.
- When the duration of the scholarship from the Fonds is longer than that of the other scholarship, the Fonds will extend the term of the scholarship to make up for the shortfall when the other scholarship ends, unless the total value of the other scholarship is equal to or higher than the total value of the scholarship from the Fonds.
- All financial benefits associated with the Fonds scholarship will also be made available by the Fonds.
- It is not possible to defer a payment or the start of a scholarship to receive another scholarship with which concurrent funding is prohibited.

Awardees who receive payments in a situation in which concurrent funding is prohibited will be required to reimburse the sums paid.

# **Funding program contacts**

### **FRQ-S (Doctoral)**

#### Jessica Hervé

Responsable de programmes / Program Officer

Email: boursedoc.sante@frq.gouv.qc.ca

514 873-2114, poste 4254

#### FRQ-S (Doctoral for Med Students) (BF4)

#### Jessica Hervé

Responsable de programmes / Program Officer

Email: boursedoc.sante@frq.gouv.qc.ca

514 873-2114, poste 4254

#### **FRQ-NT**

#### Michel Garceau

Responsable de programmes / Program Manager

Email: bourses.nt@frq.gouv.qc.ca

418 643-3459

### FRQ-S (Masters)

#### **Nancy Ronco**

Responsable de programmes / Program Officer

Email: nancy.ronco@frq.gouv.qc.ca

514 873-2114, poste 4282

#### FRQ-SC

#### **Pascale Marcoux**

Responsable de programmes / Program Officer

Email: pascale.marcoux@frq.gouv.qc.ca

418 643-8560 poste 3163



