**Research Support Program**

**Research Support Program**

**Application for financial assistance**

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| SQRC use only | |
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| **1. Project title and summary (maximum 100 words)** | | | | | | | |
|  | | | | | | | |
| 2. Project duration | | | | | | | |
| Start date | | End date[[1]](#footnote-1) | | | | | Project duration |
| Year/Month/Day | | Year/Month/Day | | | | | One year  Two years  Three years |
| 3. Identification of applicant[[2]](#footnote-2) | | | | | | | |
| Name of applicant[[3]](#footnote-3) | | | | | | | |
|  | | | | | | | | |
| Job title | | | | Early-career researcher[[4]](#footnote-4) | | | | |
|  | | | | | | | | |
| Address | | | | | | | | |
|  | | | | | | | |
| City | Province or territory | | | | Postal code | | |
|  |  | | | |  | | |
| Telephone | Email | | Website | | Social media accounts | | |

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| 4. Project description | | | | | |
| **4.1** | **Component** *(select one)* | | | |
| Intergovernmental affairs | | | Québec studies | Canadian Francophonie |
| **4.2** | **Type of project** *(select one or more)* | | | |
| Research  Symposium / paper | | Publication  Electronic platform  Translation | | |
| **4.3** | **Project presentation (detailed description of project, including the research question and methodology)**[[5]](#footnote-5)  **Maximum 1,000 words** | | | |
|  | | | | |
| |  |  | | --- | --- | | **4.4** | **Project objectives**  **Maximum 1,000 words** | | | | | |
| **4.5** | **Expected outcomes with respect to project objectives**  **Maximum 500 words** | | | |
|  | | | | |
| **4.6** | **Target audience**  **Maximum 500 words** | | | |
|  | | | | |
| **4.7** | **Implementation schedule** *(specify the project stages)*  **Maximum 500 words** | | | |
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| **5. Budget – Expenses** | | | | |
| **Complete the budget breakdown (Excel file) available on the Program website.**  ***Complete one budget breakdown for each fiscal year.***  **Detail all income and expenses.**  **Expenses incurred before the application is filed must be clearly identified as such in the budget.**  **Only expenses directly related to the project are eligible.**  **See the list of non-eligible expenses for the Program on the website.**  **The grant awarded by the SQRC cannot exceed 80% of the eligible expenses for the project.** | | | | |
| **Amount requested:** $… | | | | |

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| **6. Undertaking by applicant** | | | | |
| **I hereby certify that all the information provided is accurate.**  **I undertake to complete the project as presented in this application and as approved.**  **I undertake to obtain consent from the SQRC before making any substantial change to the project as approved.**  **I undertake to mention, in all public communications for the activity, the assistance obtained from the Québec government under the Research Support Program – SQRC.**  **I undertake to provide a final report six months after the project end date or on the dates approved by the SQRC.** | | | | |
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|  |  |  |  |  |
| **Name** |  | **Signature** |  | **Date** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **7. Research office** | | | | |
|  |  |  |  |  |
| **Nom** |  | **Signature** |  | **Date** |
| Telephone number: |  |  |  |  |
| **Important**:  **For all organizations receiving a grant under the RSP: the SQRC reserves the right to demand audited financial statements for the organization receiving support and any related organizations. It may also verify the supporting documents and information provided by any organization connected with the project.** | | | | |
| **8. Sustainable development** | | | | |
| *The following questions are intended to gather information for the purposes of the* [*Government Sustainable Development Strategy 2023-2028*](https://www.quebec.ca/gouvernement/politiques-orientations/developpement-durable/strategie-gouvernementale)*. The answers, although they must be provided, have no impact on eligibility for the Program.*  *Is your organization governed by a policy on sustainable development or environmental management?*  *Answer:*  Yes  No  *Please enter here any comments you have about sustainable development or environmental management:* | | | | |

1. End date of last project activity. [↑](#footnote-ref-1)
2. If more than one applicant, duplicate this section as an attachment. [↑](#footnote-ref-2)
3. Include a curriculum vitae listing the main publications, papers and achievements of each applicant over the last five years. [↑](#footnote-ref-3)
4. The person must either

   have obtained his/her last degree less than six years before the application is filed;

   have held a tenured or tenure-track position at a post-secondary educational institution for less than six years;

   have held a position—but not a tenure-track position—in a post-secondary educational institution offering tenure-track positions;

   have interrupted or seriously delayed his/her career for health or family reasons in the last six years. [↑](#footnote-ref-4)
5. Please attach all relevant documents (preliminary program, translation quote, preliminary table of contents, etc.) [↑](#footnote-ref-5)