RESEARCH SUPPORT PROGRAM

2021-2024 CYCLE



**RESEARCH SUPPORT PROGRAM**

**2021-2024 CYCLE**

**Grant Application**

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| À l’usage du SQRC | | |
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| **1. Project title and Summary (100 words)** | | | | | | | | |
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| **2. Project duration** | | | | | | | | |
| **Start Date**  Year/Month/Day | | | **End Date**  Year/Month/Day | | | | **Duration of the project**  One year  Two years  Three years | |
| **3. Applicant** *(If there is more than one applicant, add a page with the same sections).* | | | | | | | | |
| **Name** | | | | | | | | Early-career researcher |
|  | | | | | | | | |
| **Organization** | | | | | | | | |
| **Address** | | | | | | | | |
|  | | | | | | | | |
| **City** | | **Province, Territory, Country** | | | **Postal Code** | | | |
|  | |  | | |  | | | |
| **Telephone Number** | | **Email** | | **Web Site** | **Social Medias** *(Twitter, Facebook)* | | | |
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| **Function, title. Enclose curriculum vitae mentioning the most relevant communications, publications and achievements of the applicant.** | | | | | | | | | |
| **4. Project description** | | | | | | | | | |
| **4.1 Section** *(Choose one section)*  Intergovernmental Affairs  Québec Studies  Francophonie canadienne | | | | | | | | | |
| **4.2 Type of project**  Research  Colloquium / Conference  Publication  Electronic plateform | | | | | | | | | |
| **4.3** | | **Project description** *(Detailed description of the project, including the problematic and the goal of the activity).*  *Please join all relevant documentation (preliminary program or preliminary table of contents, etc.)* | | | | | | | |
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| **4.4** | | **Objectives** *(List by order of priority).* | | | | | | | |
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| **4.5** | | **Expected outcomes** *(Present main anticipated results and means used to meet them).* | | | | | | | |
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| **4.6** | | **Target public**  **Specify who is targeted by the project and how many people will participate or be involved.** | | | | | | | |
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| **4.7** | | **Project implementation schedule** *(Present summarily the planification of the main stages of the project).* | | | | | | | |
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| **5. Budget** | | | | | | | | | |
| **Complete and include the budget breakdown (Excel file at the bottom of the Program webpage). Detail all income and expenditure.**  **Only those expenses directly related to the carrying out of the project are eligible.**  Expenses incurred before the application is submitted must be clearly indicated as such in the budget.  *The following expenses are non-eligible: administration expenses; office rent; equipment purchases; capital expenditure; cocktail or reception related expenses; fees and wages paid to researchers and research professionals (except fees and wages paid to individuals specifically hired for the project any other expense that the organization generally pays for in the normal course of its operations) first class or business class travel fees; any other day-to-day operating expenses.*  A grant awarded under the Program **cannot exceed 80% of the eligible project expenses.** | | | | | | | | | |

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| **6. Applicant’s declaration** | |
| **I 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 Secretariat before making any substantial change to the project as approved.**  **I undertake, in all public communications for the activity, to mention the assistance obtained from the Québec government under the Research Support Program – SQRC.**  **I undertake to provide a final report six months after the end date for the project or on the date approved by the SQRC.**  **Name :**  **Signature :**  **Date :** | |
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| **Important :** | **The SQRC reserves the right to request at any time the audited financial statements of an organization to which it provides a grant as well as those of related organizations. It may also audit the vouchers and information provided by the organization(s) associated with the project.**  **The SQRC will require audited financial statements for any grant made by the Government of Québec in excess of $50,000.** |
| **7. Research office** | | |
| **Name :**  **Telephone number :**  **Signature :**  **Date :** | | |