



## NATIONAL AND INTERNATIONAL NETWORKING PROGRAM VISION HEALTH RESEARCH NETWORK

2023-2024 Competition

### INSTRUCTIONS

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**Deadline for Letter of intent:** **August 15, 2023\***

**Deadline for Full application:** **October 15, 2023\***

\*Should these dates fall on a Friday or Saturday, the candidate will have until Sunday night to send the application.

#### Goal

The objective of the National and International Networking Funding Program (NIN) program is to foster collaborations outside Quebec and to increase the visibility of Vision Health Research Network (VHRN) researchers nationally and internationally.

#### Eligibility

The eligibility criteria are as follows:

- The project must be relevant to vision health;
- The project must involve a minimum of two research teams, one in Quebec and one from outside Quebec;
- The nominated principal investigator of the Quebec team must be a regular VHRN member;
- The principal investigator of the team outside Quebec must work in academia;
- The principal investigator of the outside Quebec team must commit to provide a financial contribution to the project (in kind contributions are accepted);
- If more than one project is submitted by the same researcher, there should be no conceptual overlap between the projects;
- In the case of a renewal, the amount awarded for the first application must be spent at more than 70% of the total amount by the deadline for the submission of the full application (supporting financial report is requested).

The principal investigator and co-investigators must be independent researchers, as defined by the FRQS: "Person who has a doctorate or its equivalent and a university affiliation allowing him to supervise graduate and postgraduate students; is autonomous vis-à-vis his research activities; and who occupies a regular professorial or research position at a Québec university or a regular research position in a Québec health and social services institution. Professional diploma holders must have completed a minimum of two years of full-time research training" [Source: FRQS Common General Rules](#)

The principal investigators and co-investigators from outside Quebec must meet equivalent criteria in their respective province or country.

#### Evaluation criteria

Applications will be evaluated according to the same performance criteria as those established by the FRQS for the evaluation of Thematic Networks. The criteria are specified at the top of each section of this form.

### Amount and grant conditions

- Financial support for a project is granted for one financial year, renewable once.
- The maximum budget that could be awarded per project is **\$50,000** but the amount and number of grants will depend on the availability of funds.
- A distribution of funds, proportional to the number of members in each axis of the Network, may also be calculated among the projects deemed fundable by the Scientific Committee to ensure the sustainability of all strategic research areas of the VHRN.
- Only particularly efficient teams will be eligible for a renewal (maximum of one renewal per project) upon presentation of a renewal application.
- A special fund from the Antoine-Turmel Foundation is restricted for projects that may have an impact on the understanding or treatment of age-related macular degeneration (AMD). You are therefore encouraged to indicate if this is the case since this could allow the funding of additional NIN projects.
- Funding from the VHRN will be sent to the fund manager of the principal investigator of the Quebec team, a VHRN member. The use of funds by the research team must comply with the [FRQ's Common general rules](#). The principal investigator outside Quebec must commit to subsidize in part the cost of the NIN project (in kind contributions are accepted).

### Scientific Report

For all funded projects, a detailed scientific report of the scientific benefits and the leverage effects must be [submitted at the end of this grant](#) and/or at the [renewal](#). The "Scientific Report" form is included in the "**NATIONAL AND INTERNATIONAL NETWORKING PROGRAM RENEWAL APPLICATION FORM**" (Progress Report sections). These reports will be integrally used for the renewal application in the Network Annual Report and Network renewal application.

### Financial report

For any funded project, a [financial report](#) must be submitted at the end of the financial year (March 31<sup>st</sup>) following the grant, and this until the end of the grant period. As mentioned by the FRQS in their Network Management Guide, at the end of this grant period, the unexpended amounts will have to be returned.

### Commitment

Principal investigators and co-investigators commit to:

- Mention support from the "Vision Health Research Network", and the "*Fondation Antoine-Turmel*" (if applicable), in any publication or presentation resulting from the research project funded by the Network;
- Present the research results at the VHRN Annual Meeting.

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## How to apply

### Documents to submit for first application and renewal:

- LETTER OF INTENT:
  - **only section 1** of the form "NATIONAL AND INTERNATIONAL NETWORKING PROGRAM" duly completed.
- FULL APPLICATION:

The application must be submitted as a **single PDF document including, in the following order**:

- The "**FIRST APPLICATION FORM**" OR "**RENEWAL APPLICATION FORM OF THE NATIONAL AND INTERNATIONAL NETWORKING PROGRAM**" duly completed;
- Attestation of partnership, if applicable;
- CVs of principal investigators and the equivalent for international researchers ([Canadian Common CV](#) in FRQS format including [detailed contributions](#));
- [Partial financial report](#) describing the expenses incurred for this project since March 31 and those anticipated until December 2022 if there is an unspent amount of more than 30% as of March 31, 2022 (adjust the amount available as of April 1, 2022) (see also section 12)

Incomplete and / or non-compliant applications will be rejected.

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### To submit your Letter of intent (PDF), your Full Application (PDF) or for more information:

Vision Health Research Network (visionnetwork.ca)

[reseau.vision@ircm.qc.ca](mailto:reseau.vision@ircm.qc.ca)

Teleworking: 438-825-1425

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**NATIONAL AND INTERNATIONAL NETWORKING PROGRAM  
VISION HEALTH RESEARCH NETWORK  
2022-2023 Competition  
RENEWAL APPLICATION FORM**

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**Deadline for Letter of intent:** **August 15, 2023\***

**Deadline for Full Application:** **October 15, 2023\***

\*Should this date fall on a Friday or Saturday, the candidate will have until Sunday night to send his/her application.

- Letter of intent** (fill in only section 1)
- Full application** (fill in all sections)

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**SECTION 1. PROJECT IDENTIFICATION**

The information in this section must be identical in the **Letter of intent** and the **Full Application**.

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**Project's title:**

**Investigators\* and collaborators**

- This list must be identical to the one proposed on the letter of intent. It will be used to ensure transparency and avoid conflict of interest in the scientific committee recruitment process).
- A **minimum of two principal investigators** is required, including a **member of the VHRN** and an affiliate of an institution **outside Quebec**.
- Add the necessary number of lines.

	check				<ul style="list-style-type: none"> <li>• E-mail</li> <li>• Main affiliation</li> <li>• Complete address (city, country)</li> </ul>
	Principal investigator*	Co-investigator*	Collaborator	Student	
LAST NAME, first name, titles					
VHRN team					
Outside of Quebec team					

\* Must be a faculty member of a recognized Quebec university (or other province, country) or a permanent member of a clinical ophthalmology unit of a university hospital.

**Research axis:**

- Retina and Posterior Segment
- Cornea and Anterior Segment
- Brain and Perception
- Visual impairment and rehabilitation

**Language in which you will submit your project:**       English       French

**Can this project have an impact on the understanding or treatment of AMD?**       yes     no

**Is this project focuses on eye diseases?**       yes     no

**Project summary (maximum 350 words):**

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**SUGGESTION OF POTENTIAL EVALUATORS** (5 names from Canada or internationally)

The evaluators must not have published with you with the researcher outside Quebec during the last five years

**Include:** LAST NAME, first name, titles, affiliation, email, phone, expertise.

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**SECTION 2. SIGNATURES**

Names and signatures of the principal investigators, co-investigators and collaborators  
*Add the required number of lines.*

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<b>Name</b>	<b>Signature</b>	<b>Date</b>
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<b>Name</b>	<b>Signature</b>	<b>Date</b>
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<b>Name</b>	<b>Signature</b>	<b>Date</b>
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<b>Name</b>	<b>Signature</b>	<b>date</b>
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<b>Name</b>	<b>Signature</b>	<b>date</b>
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<b>Name</b>	<b>Signature</b>	<b>date</b>
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**SECTION 3. ADMINISTRATIVE INFORMATION**

Complete information of the Finance Director or the representative who will manage the grant.

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**LAST NAME, first name:**

**Phone number:**

**Email:**

**Institution** (to which the cheque will be payable to):

**Complete address where the cheque must be sent:**  
(civic number, office number, street name, city, postal code)

**Fund number** (if available):

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**SECTION 4. PROJECT SUMMARY** (French AND English, ~~maximum 250 words for each language~~)

Describe, in plain language, the goal of the study, expected results and impact of the collaboration on the national and international visibility of the VHRN team (networking, new collaborations, joint publications, student exchanges, leverage effects, new partnerships).  
*For the purpose of dissemination and promotion.*

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**Titre du projet :**

Résumé :

\* \* \*

**Project's title:**

Summary:



**PROGRESS REPORT SECTION**

**SECTION 5. PARTICIPANTS** (add pages as necessary)

List the number and the names of those who have participated in this project:

- Fill in the table with the number of participants for each category;
- Indicate **in bold** the name of the **researchers** who are **members of the Network**;
- Group participants according to the categories listed below. This list is expected to reflect the authors's listed in the publications based on the funding of this partnership project.

**Summary table**

Categories	Number (years: _____ - _____)
Basic research (QC researchers and collaborators)	
Clinical research (QC researchers and collaborators)	
National collaborators	
International collaborators	
Undergraduate students	
MSc students	
PhD students	
Postdoctoral fellows	
Research assistants/associate	
Others (government agency, industry; etc.)	
<b>Total</b>	

**Detailed list (names and institutions):**

- 1) Researchers (Basic research):  
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- 2) Clinician researchers and collaborators (Clinical research):  
-
- 3) National collaborators:  
-
- 4) International collaborators:  
-
- 5) Undergraduate students:  
-
- 6) MSc students:  
-
- 7) PhD students:  
-
- 8) Postdoctoral fellows:  
-
- 9) Research assistants/associate:  
-
- 10) Others (government agency, industry, etc.):  
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**PROGRESS REPORT SECTION**

**SECTION 6. PUBLICATIONS** (add the number of pages required)

Provide the number and a list of **ALL PUBLICATIONS AND CONFERENCES** that have resulted directly or indirectly from the project:

- Group according to the categories listed below;
- Indicate in **bold** the names of the investigators **members of the VHRN**;
- **Precede by an asterix (\*) all publications where funding by the VHRN is mentioned in the Acknowledgements section.**

Reminder: It is essential that researchers acknowledge the VHRN and/or the *Fondation Antoine-Turmel (FAT)* when applicable, in each publications and presentations for which funding from the VHRN or the FAT contributed (directly or indirectly). If this is has not been done, the FRQS will not recognize these articles and abstracts in its evaluation of our Network, which will reduce the passing grade and possibly the allocated funding.

Summary Table	Number (years: _____ - _____)
Articles in peer reviewed journals	
Articles in peer reviewed journals in which the VHRN was acknowledged	
Book chapters	
Oral presentations and posters	
Provincial Conferences	
National Conferences	
International Conferences	
<b>Total</b>	

**Detailed list:**

- 1) Articles in peer reviewed journals (published, accepted or submitted, pubmed format or equivalent))
  - 1.
  - 2.
  
- 2) Articles in peer reviewed journals in which the VHRN was acknowledged
  - 1.
  - 2.
  
- 3) Book chapters
  - 1.
  - 2.
  
- 4) Oral presentations and posters
  - a. Provincial Conferences
    - 1.
    - 2.
  - b. National Conferences
    - 1.
    - 2.
  - c. International Conferences
    - 1.
    - 2.

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**PROGRESS REPORT SECTION**

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**SECTION 7. SCIENTIFIC RESULTS** (maximum 2 pages)

Describe the scientific discoveries ensued from the project. Please make the content of your text accessible to a researcher who is not in your field.

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**PROGRESS REPORT SECTION****SECTION 8. PERFORMANCE AND IMPACT** (maximum 2 pages)

Describe the impact of the project on the visibility of the VHRN research team on the national and international level.

Renewal applications will be assessed following the FRQS performance criteria established for the evaluation of their Thematic Networks, as listed below:

**Please answer to all the items listed below when applicable.**

1. Leverage effect (grants, public or private investments, partnerships with the biopharmaceutical industry or others). Describe and specify amounts;
    - Specify the title of the grant, the authors, the funding agency, the dates of beginning and end, and the amounts per year;
    - Explain briefly how the Network played a role in the attribution of the grant;
    - If it is an “in kind” partnership, describe and estimate the amount;
  2. Development of new strategic and structuring initiatives;
  3. National and international visibility;
  4. Biotechnology development;
  5. Added value for VHRN members and the scientific community;
  6. Development of cross-sector projects and poles of excellence;
  7. Training of the next generation;
  8. Promotion of clinical research;
  9. Added value for target community (new treatments, new personalized health care implementation of new health practices or policies);
  10. Knowledge transfer, valorization and public communications activities;
  11. Free access to the results;
  12. Highlight success stories.
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**SECTION 9. PROJECT DESCRIPTION FOR THE YEAR TO COME** (maximum 3 pages, an appendix of 2 pages maximum is allowed for figures, tables, and references)

- Describe the problem, objectives, methodology, preliminary results and relevance of the project.
  - Demonstrate the relevance of a renewal.
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**SECTION 10. ROLE OF INVESTIGATORS, COLLABORATORS, STUDENTS AND POST-DOCTORAL FELLOWS** (maximum 1 page)

Describe the role of each of the principal investigators, co-investigators and collaborators involved in the project and the link with their expertise. Also, indicate the role of students and postdoctoral fellows involved in the project for which you request a budget (scholarship, travel expenses, or other). Specify the locations where the project stages will take place.

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**SECTION 11. TIMETABLE AND FEASIBILITY** (maximum 1 page)

Describe the timetable of the main stages of the project and the feasibility of this project.

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**SECTION 12. BUDGET** (add pages if necessary)

- Describe the expenses for which the funds are requested for each relevant budget category.
- Detail the financial contribution of researchers and staff of national and international teams. The in-kind contributions are accepted, and must be quantified in Canadian dollars.
- Add project expenses made **after** the last financial report submitted to the VHRN (if there is an unspent amount of more than 30% as of **March 31<sup>st</sup>, 2023**).

**Note:** *The co-financing of international students directly involved in the collaborative project is strongly encouraged.*

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