



Instructions for Writing the FRQ Narrative Resume

The FRQ Narrative CV is a contextualization tool designed to provide reviewers with a comprehensive understanding of an individual's expertise, career trajectory, and contributions as they relate to the proposed project or research program. A clear structure and consistent formatting are essential to facilitate the review committee's identification and assessment of the most relevant information.

Applicants are strongly encouraged to read all the following instructions before preparing their Narrative CV.:

- The information provided in the Narrative CV should be aligned with the objectives of the funding program and its evaluation criteria. It is therefore **essential to review the objectives and evaluation criteria of the program to which you are applying to determine the information that should be included in the Narrative CV. In addition, the program rules may contain specific instructions that supplement these general guidelines.**
- **For all competitions administered through the new FRQnet Portal**, the Narrative CV must be completed in the "FRQ CV" section of the Application Form.
- **For all competitions administered through the previous FRQnet Portal**, the [FRQ CV Word Template](#) must be used and submitted as a PDF in the location specified in the program rules. To ensure a fair evaluation process for all applicants, all submitted documents must comply with the [formatting requirements for attached files](#). Failure to comply with these requirements may result in the application being declared ineligible without prior notice.
- **The Narrative CV must not exceed six pages (or five pages in English).** You may organize and use the available space as you see fit. There is no word limit for any of the three sections, and **you are not required to use all the available space.**
- **Please keep in mind that the organization and formatting of the content in the different sections of the Narrative CV (for example, using bold or italics, short paragraphs, or descriptive bullet points) are essential to help the review committee quickly identify the most relevant information.**
- If a section does not apply to your situation, you may briefly explain why or indicate N/A (Not Applicable) under the relevant heading.
- Do not include any sensitive personal information (medical, financial, or otherwise private), photographs, or any content that could cause harm to you or to others in the Narrative CV.
- If you use acronyms or technical terms, be sure to define them.

First section: Career Path and Skills

Using specific and concrete examples, describe how your academic, professional, and/or personal background, as well as your skills and expertise, enable you to achieve the objectives of the funding program, address its evaluation criteria, and successfully carry out the proposed research.

Please note that certain information regarding your background and skills may also be requested in the funding application form. To avoid unnecessary duplication, it is recommended that you do not repeat information between the Narrative CV and the application form, unless doing so provides additional context or insight that would assist the review committee in its evaluation.

Second section: Most Significant Contributions and Experiences

List up to ten contributions or experiences that are relevant to your application and provide a brief description of each.

For each contribution or experience, explain its impact, significance, and value, as well as your role. Also indicate the corresponding date or time period and identify the intended audience(s) from the following categories: academic community, practice setting, and/or general public.

If you include publications:

Follow the most recent edition of the American Psychological Association (APA) style guidelines or another citation style recognized in your research discipline;

- Highlight your Last Name and First Name **in bold**, as well as those of any co-investigators identified in the funding application, where applicable;
- Add an asterisk (*) after the name of each individual you supervise (e.g., First Name Last Name or Last Name, First Name). This includes college and university trainees (undergraduate and graduate students), postdoctoral fellows, and highly qualified personnel. These individuals may be affiliated with a higher education institution or with other groups involved in the research, including community organizations or partner organizations (private, public, or non-profit).

If you include creative works or performances, provide complete references, including:

- the title of the work or performance;
- a brief description;
- the year and place of publication and first public presentation, or the location of the performance;
- in the case of a collaborative creation, identify the principal creator **in bold**;
- photo and video credits, where applicable.

Third section: Supervision and Mentoring Activities

Where applicable, describe your experience in the supervision, training, and mentorship of the next generation of researchers, including undergraduate and graduate students, as well as postdoctoral trainees. This experience may also include the development of highly qualified personnel for careers both within and beyond academia.

Appendix

While this list is not exhaustive, here are some examples of information you can include in each section.

Career Path and Skills:

- **expertise** or **practical experience** demonstrating your ability to carry out the project or research program;
- **previous collaborations** or **achievements** related to the research topic and subject matter, or to related research topics or subject matters, as well as their impact;
- concrete and transformational impacts, as well as the outcomes of your **previous work**, to provide context for your research findings in support of your application;
- **skills** and **acquired competencies** — including leadership skills — that stem from your personal experiences or accomplishments;
- **awards** (e.g., prizes, honors, and scholarships received).

Most Significant Contributions and Experiences:

- **publications** (e.g., scientific articles, papers, monographs, theses, conference, symposium, or workshop proceedings, government publications, reports documenting industry contributions or contributions to professional practice, posters, submitted or accepted publications);
- **knowledge mobilization** activities, including the application of knowledge and the transfer of research findings to specialist and non-specialist audiences, such as policymakers and the general public (e.g., popular science articles, media interviews, podcasts, blogs, social media, or public lectures);
- **evaluation activities** (e.g., reviewing journal articles, conference papers, funding applications, or award nominations; serving on a selection committee; evaluating complaints regarding responsible research conduct);
- **services or contributions to the community** in which you have applied your expertise (e.g., participation in an advisory committee, an expert committee, or a review committee; editing journal articles; knowledge-sharing groups; community gatherings; membership in a community of interest, such as a research group, a community of practice, or an association);
- **artistic creation and community engagement activities** (e.g., artist residencies and projects such as exhibitions, curation, artistic direction, performances, publications, presentations, films, videos, audio recordings, and live performances);
- the creation, maintenance, reuse, or contribution to the maintenance of a **data management infrastructure**, **cohorts**, or **biobanks** that serve the research community;
- activities that contribute to a diverse and **inclusive research ecosystem**;
- the organization of **conferences**, **symposia**, **study days**, **workshops**, and **summer schools**;

- activities that demonstrate your **commitment or leadership** and have contributed to strengthening research with and by society;
- **contributions to leadership, self-determination, and capacity building for Indigenous peoples in research**;
- the development or promotion of **methods, knowledge systems, or cultural practices** and approaches (e.g., Indigenous knowledge and sciences);
- the creation of **new businesses or organizations** that promote the advancement or application of research;
- the development of **intellectual property** (e.g., patents, copyrights, trademarks, trade secrets, inventions, disclosures, licenses);
- **partnerships or collaborations** with Canadian or international groups—whether research-based or not—or with nonprofit, public, or private organizations (through research networks, large-scale collaborative projects, community-based or citizen science research, non-academic professional expertise, or volunteer work);
- opinions or briefs that have contributed to the creation of **policies, guidelines, regulations, laws, rights, or standards of practice**;
- **products, technologies, processes, services**, or advice that are useful to specific organizations (in the private or public sectors, or nonprofit organizations), communities, or society;
- the **design of software or tools** for the public or private sector;
- contributions and experiences that align with the concept of **open science**, as defined in the [UNESCO Recommendation on Open Science](#) (e.g., participation in an open-access scholarly journal or in dissemination tools).

Supervision and Mentoring Activities:

- **teaching activities** (teaching duties, course load, support as a research or teaching assistant) or **training activities** (e.g., on methods, knowledge systems, or cultural practices and approaches in the context of research);
- **mentoring and supervising** the next generation of students at community colleges and universities (undergraduate and graduate levels) or highly qualified staff in the research process;
- **formal or informal mentoring** from highly qualified staff, early-career researchers, colleagues, collaborators, relevant partners, and other members of the profession or community;
- the establishment of safe, equitable, and inclusive research environments, practices, and standards.