

## Support Program for Speakers from the CMDO Network for Scientific Events in the Province of Quebec

Created in April 2012 by the Fonds de Recherche du Québec - Santé (FRQS), the **Research Network on Cardiometabolic Health, Diabetes and Obesity** aims to develop research excellence in these areas, to transfer knowledge and to foster the use of new knowledge so as to promote quality of life for all Quebecers.

The network is launching its **support program for the invitation of guest speakers which are regular members of the CMDO Network** for the year **2023 - 2024**. This program aims to encourage any scientific event (congresses/symposiums) in Quebec province to invite as a lecturer or guest speaker researchers regular members of CMDO. Ultimately, the participation of CMDO members in various events aligned or not with the CMDO themes will increase the dissemination of CMDO research and expertise, increase the decompartmentalization of scientific themes and encourage the emergence of new multidisciplinary teams. As a result, any Quebec researcher may apply for financial support through this program, provided that the conference is conducted by a regular CMDO member and is linked to one of the areas of the CMDO Network: cardiometabolic health, diabetes and/or obesity. The number of awards will be determined based on the funding envelope for speaker support for each of the two annual competitions. The eligibility criteria and method of evaluation are described below. Funding of \$ 500 or \$ 750 per grant (up to 2 awards per event) will be awarded for events demonstrating excellent scientific quality, influence and structuring effect for research within the network.

Scientific events for which award(s) will be granted will have to take place within the period specified for each competition.

### Deadlines for applications are the following:

- 1) **February 10 of each year**, for scientific events taking place from next **April to October**.
- 2) **September 10 of each year**, for scientific events taking place from next **November to March**.

Women, Aboriginal people, visible minorities, ethnic minorities, people with disabilities and people from the 2SLGBTQIA+ community are encouraged to apply for funding. For evaluation purposes, we strive to recruit a diverse committee that reflects the profiles of the applicants and ensure an evaluation process that takes into account the particular situations of the applicants, including atypical trajectories.

Applications that are late, incomplete or that do not meet the eligibility criteria will not be evaluated.

### Eligibility:

1. The scientific event must be held in the province of Quebec.

2. The scientific event does not necessarily need to have a general focus in relation to the research topics of the CMDO. On the other hand, a section of the event must address CMDO themes (at least *the presentation of the guest speaker associated with the award*).
3. The person responsible for the application is a Quebec researcher involved in the organization of the scientific event mentioned.
4. The person responsible for the application is a Quebec researcher involved in the organization of the scientific event mentioned. Several possibilities as a responsible person:
  - a. **Prioritized request** - The person responsible for the application (a Quebec researcher) is not a CMDO member, but invites a regular CMDO member to the organized event;
  - b. **Prioritized request** - The person responsible for the application is a regular CMDO member and invites a researcher who is not a CMDO member. The latter must become a regular CMDO member for the person in charge receives the funds;
  - c. **Prioritized request** - The person responsible for the application is a regular member of the CMDO (for less than a year at the competition deadline) and invites a CMDO member or non-member researcher to its event (the latter must become a CMDO member for the person in charge receives the funds);
  - d. The person responsible for the application is a regular CMDO member and invites a regular CMDO member to the event he organizes;
5. The guest speaker must be a regular member of the CMDO Network.
6. The invited speaker must present research results related to the research topics of the CMDO Network.
7. Financial support for invited speakers is awarded within the framework of Scientific Days / Congresses / Symposia (e.g. with guest speakers, presentations of researchers / students, poster sessions, etc.).
8. Departmental conferences are not eligible (e.g. a one-hour conference by a researcher invited by a department, followed by a visit of the research center).
9. Maximum amount awarded:
  - a. \$750 - Guest speaker from another city (*50km or more between the conference site and the guest speaker's affiliation*)
  - b. \$500 - Local guest speaker (*less than 50km between the conference site and the guest speaker's affiliation*)

### **Methods of application for the support of a scientific event by the network:**

The scientific event leader (a Quebec researcher) applies by filling out an electronic form on the network's website (online, see below) including:

- 1) The name, the location and dates of the scientific event;
- 2) A brief description of the nature of the event and its target audience;
- 3) Approximate number of participants;
- 4) Are there one or more students and patient-partners on your organizing committee?
- 5) A justification of the relevance for the network to support the event in relation to its missions.
- 6) The number of grants requested (maximum 2 awards per event);
- 7) The name and affiliation of the guest speaker(s) and his/her link to the event;
- 8) Title of the presentation;
- 9) Selection of the amount requested (\$ 500 (*less than 50Km*) or \$ 750 (*more than 50km*));
- 10) Detailed budget description (*Use of \$ 500 or \$ 750*);
- 11) Describe the EDI vision of your activity.

### **Evaluation of applications:**

The evaluation of the applications (i.e. scientific events in Quebec) will be made by the network's executive committee according to the criteria mentioned above. The results will be communicated to the selected candidates before the period determined according to the date of application to the competition.

### **Award, visibility and administration:**

The amounts awarded will be forwarded to the institution or organization sponsoring the event and may be used for any legitimate expenses for the organization of the scientific event. A report on the use of funds must be provided by March 31 following the event.

The support of the CMDO Network should be mentioned in the program of the event. The network will also display the list of sponsored events on its website.

***You can now publicize your scientific event on our website by [clicking HERE](#).***

Any request for additional information may be sent to the Research Network on CardioMetabolic health, Diabetes and Obesity (CMDO), Université Laval, École de Nutrition, email: [info@rrcmdo.ca](mailto:info@rrcmdo.ca).

## Support Program for Speakers from the CMDO Network

### *Instructions for Application Form*

**[THE FORM MUST BE COMPLETED ONLINE, CLICK HERE](#)**

#### **WARNING :**

- To save your application to complete it later, you must click the *Finish Later* icon (a username will be requested, as well as a password), then quit by closing the program.
- If you have saved your application and click on *Exit and clear your answers*, all saved data will be erased.

#### **1. GENERAL INFORMATION:**

**The name of the person in charge of the application:** *max. 100 characters*

**Email address of the person in charge:** *max. 100 characters*

**Affiliation of the person in charge:** *max. 120 characters*

**Name of the scientific event:** *max. 250 characters*

**Location of the event:** *max. 250 characters*

**Date(s) of the event** (e.g. December 15-17, 2013): *max. 50 characters*

**Brief description of the nature of the event:** *max. 1250 characters*

**Target audience:** *max. 256 characters*

**An approximate number of participants expected:** *max. 100 characters*

**Description of the type of presentations (oral, posters) and number of presentations (guest speakers, researchers, students, by category and total):** *max. 300 characters*

**The academic levels of participants:** *Choose one or more responses from the following: MSc, PhD, resident (s), postdoctoral fellow or other*

**Are there one or more students on your organizing committee?** *If yes, how many and please name at least one? max. 300 characters*

**Are there one or more patient-partners on your organizing committee?** *If yes, how many and please name at least one? max. 300 characters*

**A justification of the relevance of the scientific event to the network's mission** (e.g. why should the network support the scientific event): *max. 1250 characters*

**The number of grants requested** (maximum 2 awards per event): *Choose 1 or 2.*

**Name of guest speaker (s):** *max. 70 characters, including spaces*

**Speaker's affiliation:** *max. 120 characters including spaces*

**Link of the speaker with the event:** *max. 1250 characters including spaces*

**Title of the lecture:** *max. 300 characters including spaces*

**Detailed budget description (Use of \$ 500 or \$ 750):** *max. 250 characters including spaces*

## **2. FINANCIAL INFORMATION:**

**In the event that your project is funded, please provide us with the contact information of the person in finance responsible for the transfer of funds (e.g., administrative technician):**

- Name; *max. 120 characters including spaces*
- Email; *max. 120 characters including spaces*
- Phone number; *max. 120 characters including spaces*

**3. NEW - EQUITY/DIVERSITY/INCLUSION VISION:** What are you doing/planning to do to ensure fair and inclusive treatment of those involved in the activity? Demonstrate efforts made or planned to be more inclusive and equitable in the work environment and/or participants.

## **4. NEW - SELF-IDENTIFICATION (To be completed by the Principal Applicant only)**

**Membership Type** (one choice only):

- ☐ Regular Member.
- ☐ Student, postdoctoral fellow or resident member
- ☐ Other

**Research areas** (multiple choices possible):

- ☐ Basic Science/Preclinical
- ☐ Clinical
- ☐ Health care organization/health system
- ☐ Population-based

**Sex** (one choice only):

- ☐ Male
- ☐ Female
- ☐ I prefer not to answer

**Aboriginal People:** Aboriginal people in Canada is a generic term used to refer to Inuit, Métis or First Nations people who live within the boundaries of the territory now known as Canada. We encourage all persons belonging to these nations and communities to indicate their affiliation below.

**I belong to one of the following Aboriginal peoples of Canada** (one choice only):

- ☐ First Nations or First Peoples
- ☐ Métis
- ☐ Inuit
- ☐ No
- ☐ I prefer not to answer

## **Minority affiliation**

**I belong to the following ethnocultural or racialized community** (You may choose the option that best describes your ethnic or regional origin or choose more than one if you consider yourself to be of mixed origin):

- ☐ Canadian Aboriginal Community (First Nations, Métis or Inuit)
- ☐ White community or community of European descent
- ☐ Central Asian or North Asian community
- ☐ Afro-descendant (or Black) community
- ☐ Latin American community
- ☐ Middle Eastern or North African community
- ☐ South Asian community
- ☐ Southeast Asian community

- ☐ East Asian community
- ☐ Aboriginal community outside of Canada
- ☐ None of the above
- ☐ I prefer not to answer

If you selected "*None of the above*" for the previous question:

***Specifically, I prefer to identify myself using the following terms***

*max. 500 characters including spaces*

### **Native Language**

**The native language I learned and still understand is** (please select all that apply)

- ☐ French
- ☐ English
- ☐ Other(s)
- ☐ I prefer not to answer

If you selected "*Other(s)*" for the previous question:

***You may indicate your native language here:***

*max. 200 characters including spaces*

### **Commonly used language**

**The language I most commonly use at home is** (please select all that apply)

- ☐ French
- ☐ English
- ☐ Other(s)
- ☐ I prefer not to answer

If you selected "*Other(s)*" for the previous question:

***You may indicate your commonly used language here:***

*max. 200 characters including spaces*

***Comments or questions about the self-identification questionnaire***

*max. 1000 characters including spaces*