

## **Speaker grant program for out of Quebec International meeting (Oral or poster presentation)**

Created in April 2012 by the Fonds de Recherche du Québec - Santé (FRQS), the **Research Network on CardioMetabolic health, Diabetes and Obesity** aims to Pursue the development of research in cardiometabolic health, diabetes and obesity, translate and mobilize knowledge to promote sustainable health among Quebecers.

The network is launching **Speaker grant program for out of Quebec International meeting for the year 2024 – 2025**. The purpose of this program is to encourage CMDO researchers (regular members), doctoral students/postdoctoral trainees/residents under supervision by a regular member to participate, with an **oral or poster presentation**, in international conferences outside Quebec Province. It can be as a guest speaker or as a regular speaker. Ultimately, the participation of CMDO members in various international conferences aligned or not with the themes of the CMDO, will make it possible to broaden the dissemination of CMDO research and expertise, to break down the barriers of compartmentalization of scientific themes and to promote the emergence of new international multidisciplinary teams. As a result, these CMDO member speakers may request financial support through this program, provided that the oral or poster presentation is related to one of the CMDO Network's areas of cardiometabolic health, diabetes and/or obesity. The number of grants will be determined according to the budget of the grants for speakers for each of the three annual competitions. The eligibility criteria and the evaluation method are described below. Selected speakers will be funded for \$500 or \$750.

Scientific events for which the speaker participate will have to take place within the period specified for each competition.

### **Deadlines for applications are the following:**

- 1) **March 25th each year**, for scientific events taking place next **April to August**.
- 2) **August 25th each year**, for scientific events taking place next **September to December**.
- 3) **November 25th each year**, for scientific events taking place next **December to April**.

Women, Aboriginal people, visible minorities, ethnic minorities, people with disabilities and people from the 2SLBGTQIA+ 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 submitted late, incomplete or that do not meet the eligibility criteria will not be evaluated.

## Eligibility:

1. The person in charge of the submission is the speaker himself.
2. **Only one application as a speaker may be funded per year;**
3. The speaker must be a regular member or a doctoral student / postdoctoral fellow / resident under the direction of a regular member of the CMDO Network.
4. The speaker must give an oral or poster presentation integrating research results related to CMDO Network research themes. *If you still have not received a confirmation by the Contest Deadline, you must still submit your application by the Contest Deadline. A follow-up will be done following the reception of your confirmation (or refusal) in order to proceed to the refund in the case of a confirmed presentation.*
5. The scientific event must take place outside Quebec Province.
6. The scientific event does not necessarily have a general focus in relation to CMDO's research themes. However, a section of the event must focus on the CMDO themes (*at least the presentation of the lecturer associated with the award*).
7. Demonstrate motivation to pursue a career in research in a thematic area of cardiometabolic health, diabetes and obesity network.
8. Speaker grants are awarded for international conferences (with guest speakers, research / student presentations, poster session (s)). The international nature is defined according to the origin of the congress participants and not the speakers
9. Departmental conferences are not eligible (e.g. a one-hour conference by a researcher invited by a department, followed by a visit to the research center).
10. Amount awarded (reimbursement of registration, transportation or accommodation fees for an international meeting outside Québec):
  - a. 750\$ - researcher speaker (CMDO regular member);
  - b. 500\$ - doctoral student/postdoctoral fellow/resident speaker.
11. Finally, the candidate will have to produce a Knowledge Pearl (*1 to 3 Insights/Highlights of interest to our members*) that will be published on the CMDO Network website and Newsletter - the template is available by [Clicking HERE](#).

## Application Procedures for Speaker grant program:

The applicant must fill out the electronic form on the website of the network (online, see below):

- 1) Name of applicant, affiliation and email address;
- 2) Status and Research Director (if applicable);

- 3) Title of the intended presentation;
- 4) Scientific summary of the planned presentation;
- 5) The speaker's link with the event;
- 6) The name of the scientific event, the place and dates of its holding;
- 7) A brief description of the nature of the event, its international character and its target audience;
- 8) The approximate number of participants;
- 9) Reasons. *The participant must provide a description of the reasons that motivate him to participate in this congress, in connection with his career plans (Justification of the relevance of your participation (outreach, transfer of knowledge, meet researchers, attend a particular session, etc.));*
- 10) A justification of the relevance for the network to support the presence of the speaker at this event in relation to its missions (dissemination and structuring effect (e.g. collaboration));
- 11) Detailed budget description (Use of the \$500 or \$750);
- 12) Provide proof of presentation. *If you still have not received a confirmation by the Contest Deadline, you must still submit your application by the Contest Deadline. A follow-up will be done following the reception of your confirmation (or refusal) in order to proceed to the refund in the case of a confirmed presentation;*
- 13) Self-identification form.

### **Evaluation of applications:**

The evaluation of the applications will be made by the executive committee according to the criteria mentioned above. The results will be communicated to the selected candidates in the weeks following the date of application to the competition.

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

The CMDO will reimburse the registration, transportation and accommodation costs directly to the speaker for the maximum amounts mentioned above. In order to obtain a refund, the recipient must, following the international meeting, complete the CMDO reimbursement claim form and provide all the necessary supporting documents to process the reimbursement.

The CMDO support should be mentioned in the speaker's presentation (e.g. logo). The network will also display the list of events that winning speakers will have attended on its website.

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).

***Instructions for the application form - see next page***

## Speaker grant program for out of Quebec International meeting *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.

**Name of the speaker in charge of the application** (*A researcher who is a regular member of CMDO or a doctoral student/postdoctoral fellow/resident under the supervision of a CMDO regular researcher.*): max. 100 characters including spaces

**Affiliation of the speaker:** max. 120 characters including spaces

**Email address of the speaker:** max. 100 characters including spaces

**Speaker position:** *researcher (CMDO regular member), doctoral student, postdoctoral fellow or resident*

**If you are a doctoral student / postdoctoral fellow / resident, please identify your research director (regular CMDO member):** max. 100 characters including spaces

**Title of the planned presentation:** max. 300 characters including spaces

**Abstract of the planned presentation:** *As submitted to the meeting.*

**Link between speaker and the meeting:** max. 500 characters including spaces

**Name of the scientific meeting:** max. 250 characters including spaces

**Venue of the meeting** (ex. Boston, USA): max. 200 characters including spaces

**Date(s) of the meeting** (ex. December 15-17 2018): max. 50 characters including spaces

**Brief description of the nature and international character of the meeting:** max. 1250 characters including spaces

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

**Approximate number of participants:** max. 100 characters including spaces

**Reasons.** *The participant must provide a description of the reasons that motivate him to participate in this congress, in connection with his career plans (Justification of the relevance of your participation (outreach, transfer of knowledge, meet researchers, attend a particular session, etc.)):* max. 3000 characters including spaces

**Justification of relevance for the network to support the presence of the speaker at the event in relation to CMDO missions:** max. 1250 characters including spaces

**Detailed budget description (Use of \$500 or \$750):** max. 300 characters including spaces

**Provide proof of presentation** (ex. a decisional email received from the organizing committee of the congress).  
Send the proof by email at [concours@rrcmdo.ca](mailto:concours@rrcmdo.ca).

*If you still have not received a confirmation by the Contest Deadline, you must still submit your application by the Contest Deadline. A follow-up will be done following the reception of your confirmation (or refusal) in order to proceed to the refund in the case of a confirmed presentation.*

### **FINANCIAL INFORMATION:**

**In the event that your project is funded, please provide us with the mailing address and contact details of the person responsible for financial transfers (e.g. administrative technician):**

- Name; max. 120 characters including spaces
- Email; max. 120 characters including spaces
- Phone number; max. 120 characters including spaces
- Postal address; max. 250 characters including spaces

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

As with tri-council agency, the purpose of the self-identification form is to collect information so our network can monitor the equity performance of our programs and design new measures to achieve greater equity, diversity and inclusion in our research endeavours

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

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

**If Regular member: Position as a researcher:** What is the start date of the first career position as a researcher in a research center (e.g. Researcher since December 2018 at INAF)?

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

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

**Gender** (one choice only):

- Female
- Male
- Trans woman
- Trans man
- Two-spirited person
- Gender fluid
- Non-binary
- Other
- I don't identify with any of these options
- 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*

### **DOCUMENTS TO BE SENT IN PDF FORMAT :**

1. **Provide proof of submission** (e.g. a decision email received from the conference organizing committee):
  - *If you have still not received confirmation by the competition deadline, you must still submit your application before the competition deadline. A follow-up will be made following receipt of your confirmation (or refusal) in order to proceed with reimbursement in the case of a confirmed submission;*
2. Submit by e-mail to [concours@rrcmdo.ca](mailto:concours@rrcmdo.ca).