**Program details:**

The RQEI is composed of a diverse group of researchers, postdoctoral fellows and graduate students from a wide range of universities and colleges. Located throughout Quebec, each of these establishments has its own technical teams (professionals and technicians) and research infrastructure. One of RQEI's objectives is to facilitate collaboration between its research teams, share infrastructures and promote their achievement in Quebec, Canada and internationally.

Aimed at co-investigator members, this program is designed to provide funding for the organization of events or activities that can increase RQEI's presence in the field and raise the network's profile among various players in the Quebec research and innovation ecosystem and the community at large, including municipalities, regional energy ecosystems and innovation zones. Funding can also help RQEI's internationalization. Event activities must involve RQEI student members. We invite our post-doctoral researcher and student members to contact us if they wish to request support for the organization of their event.

This program covers all costs associated with organizing an event (room hire, caterer, entertainer, etc.), but does not cover the cost of participation by a member or research team in an event. Requests will be processed as they are received. Particular care will be taken in processing applications to ensure fairness in allocation within the various research teams and according to RQEI's research axes. Only one application per beneficiary will be considered for the duration of the program.

# Funding objectives:

1. Support collaboration among RQEI members.
2. Encourage the development and exchange of expertise within RQEI.
3. Help develop relationships among RQEI member establishments.
4. Contribute to the training of RQEI member teams.
5. Promote the research work of RQEI members in Canada and internationally.

# Requirements:

1. Applications must involve at least two RQEI co-researchers.
2. The event must be related to RQEI's scientific programming (<https://www.rqei.ca/recherche/>).
3. The event must meet at least two of the funding objectives.

**Funding:**

1. Events supported up to $1,000 (payment on invoice preferred, conditional reimbursement possible).
2. International events supported up to $5,000 (sponsorship).

**Evaluation procedure:**

1. Suitability of the event for RQEI's research program.
2. Relevance of the event to the pooling of RQEI members' expertise.
3. Relevance of activities to the development of professional relations among RQEI members.
4. International event: possible request for a presentation at the scientific committee meeting.

**Planning:**

1. Program launch: August 6, 2025.
2. Evaluation of project proposals (up to $1,000): continuous (1-2 weeks).
3. Evaluation of project proposals (up to $5,000): scientific committee (2-4 months).
4. Receipt of funding: announcement of result + 2-4 weeks.
5. End of program: until all allocated funds are exhausted or August 6, 2026..

**Application procedure:**

Applicants must ensure that the following documents are included in their funding application:

[x]  The completed funding application form.

[x]  Any documents that may help support the application (event presentation, sponsorships, previous edition's results, etc.)

The above documents must be sent by e-mail to the attention of the RQEI coordinator: rqei@uqtr.ca

The subject of the e-mail should read: “**RQEI2025-PROG\_EVENT**” followed by a **space** and your **last** **name** in upper case.

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| --- | --- | --- |
|  | warning | **INCORRECT OR INCOMPLETE FUNDING APPLICATIONS WILL NOT BE CONSIDERED.** |

**Funding application form**

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| --- |
| For RQEI use - request number |
|  |
|  |
| 1. **Event name**
 |
| Cliquez ou appuyez ici pour entrer du texte.  |
| 1. **Event description**
 |
| Cliquez ou appuyez ici pour entrer du texte.  |
| 1. Event duration and location
 |
| Start date (aaaa/mm/jj) | End date (aaaa/mm/jj) | Adress |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte. | Cliquez ou appuyez ici pour entrer du texte. |
| 1. Identification of organizers
 |
| **Institution name** |
| Cliquez ou appuyez ici pour entrer du texte.  |
| **Co-researcher member of RQEI***Last name First name* | *Phone* | *e-mail* |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  |
|  |
| **Institution name** |
| Cliquez ou appuyez ici pour entrer du texte.  |
| **Co-researcher member of RQEI***Last name First name* | *Phone* | *e-mail* |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  |
|  |
| **Institution name** |
| Cliquez ou appuyez ici pour entrer du texte.  |
| **Co-researcher member of RQEI***Last name First name* | *Phone* | *e-mail* |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  |
|  |
| **Institution name** |
| Cliquez ou appuyez ici pour entrer du texte.  |
| **Co-researcher member of RQEI***Last name First name* | *Phone* | *e-mail* |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  |
| 1. **Event description**
 |
| **5.1 Type***Please specify only one type (national congress, international congress, summer school, other (specify)) :*Cliquez ou appuyez ici pour entrer du texte. |
| **5.2 Relevance to RQEI***Write your summary of the project and justify why it is of interest to RQEI members here.**What areas of research are represented? Which RQEI research groups might be interested in participating? How will RQEI students be involved?*Cliquez ou appuyez ici pour entrer du texte.  |
| 1. **Commitment of applicants**
 |
| 1. I certify that the information provided on this form and in any other document supporting this application is true and accurate.
2. I certify that this application for financial assistance and, where applicable, the granting of financial assistance under the RQEI's funding programs do not give rise to any real or apparent conflict of interest.
3. I undertake to inform RQEI, in writing and without delay, of any real or apparent conflict of interest that may arise in connection with this application and its evaluation, and, if applicable, in connection with the project submitted. I understand that should such a situation arise, it could result in the rejection of the application for financial assistance or the termination or reimbursement of the financial assistance, as determined by the RQEI.
4. I undertake to carry out the project as approved.
5. I agree to mention, in any public communication concerning the activity, the assistance obtained from RQEI.
6. I agree to inform RQEI of the use of its name and logo in all communications.
7. I authorize RQEI to broadcast the content associated with the project on its platforms (website, social networks, etc.).

|  |  |  |
| --- | --- | --- |
| **Co-researcher member of RQEI***Last name First name* | *Date (yyyy/mm/dd)* | *Signature* |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  |  |
| **Co-researcher member of RQEI***Last name First name* | *Date (yyyy/mm/dd)* | *Signature* |
| Cliquez ou appuyez ici pour entrer du texte.  | Cliquez ou appuyez ici pour entrer du texte.  |  |
| **Co-researcher member of RQEI***Last name First name* | *Date (yyyy/mm/dd)* | *Signature* |
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| **Co-researcher member of RQEI***Last name First name* | *Date (yyyy/mm/dd)* | *Signature* |
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