

## Program Rules for International Internships Québec-Cuba

Program category: International Collaboration Programs

**Application deadline:**

**February 1, 2019, 4 pm or until all funds are given.**

**Note:** These program rules are for Quebecer students. The equivalent for Cuban students can be found on the [Centro de Neurociencias de Cuba web site](#).

**Program manager**

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This internship program follows the signature, in 2015, of a MoU between the Centro de Neurociencias de Cuba (CNEURO), the Fonds de recherche du Québec - Nature et technologies (FRQNT) and the Fonds de recherche du Québec - Santé (FRQS). This program also follows the previous program, between the same parties, concerning the mobility of researchers.

The objectives of this internships program are to promote international mobility for students, between Quebec and Cuba, and to foster sustained cooperation between researchers and students from Cuba and Quebec in specific research areas.

The following research areas are prioritized:

- Neuroimaging and brain mapping;
- Cognitive neuroscience and neuropsychology;
- Neuroinformatics and nanotechnology.

## APPLICANT ELIGIBILITY

### Applicants

This program is open to:

- Students enrolled in a Master, or in a PHD degree in a university in Quebec, or a student enrolled in a *Centre collégial de transfert de technologies* (CCTT), in a field of study relevant to the research areas of the program, see above.

The students must:

- Receive a letter of invitation from a Cuban institution participating in the National Program for Neurotechnology, coordinated by the Centro de Neurociencias de Cuba<sup>1</sup>;
- Have the Canadian citizenship or the permanent residency status in Canada (See the section 2.1 of the [Common General Rules](#));
- Have the status of residents of Québec within the meaning of the Quebec Health Insurance Act.

Students must comply with the rules of ethics (see the [Common General Rules](#), sections 5.3 and 5.4).

For the research in Cuba, students must comply with the ethical regulations established in the Cuban Ethics Committee for Research.

Priority will be given to students that apply for a first internship, but it is still permitted to apply for more than one internship. See the “Term of the scholarship” section.

Funds will be allocated in order of the submission of applications, on a first-come, first-served basis until funds are all given or by February 1, 2020 at the latest.

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<sup>1</sup> In order to be eligible, students must contact a Cuban institution participating in the National Neurotechnology Program coordinated by the Centro de Neurociencias de Cuba (CNEURO) and obtain a letter of invitation. This letter must be signed by the researcher from Cuba who will receive the candidate and by a member of CNEURO management. By this letter, the researcher agrees to represent the student at his/her institution so that he or she can have access to the infrastructures and laboratories. This letter is necessary for eligibility. We refer you to the CNEURO Program Manager, Eduardo Martínez-Montes [eduardo@cneuro.edu.cu](mailto:eduardo@cneuro.edu.cu), for any questions or any need for assistance to contact a researcher.

## REQUIRED DOCUMENTS

To apply, you must complete the form provided for this purpose in the FRQNT portal.

**Any missing document or any document that is not in conformity with the program rules and forms may result in the ineligibility of the funding application.**

### Applicants

In the FRQNT Porte-folio, in addition to completing the form, applicants have to provide:

- A cover letter describing the student's project and his or her motivation, max 2 pagea (in the section *justification and interest in search of form*);
- The official transcript form of all the post-secondary degree;
- The letter of invitation from the Cuban host institution and the *Centro de Neurociencias de Cuba*. The invitation letter must be signed by the researcher, in Cuba, hosting the applicant and an authority of the CNEURO. With this letter, the Cuban researcher agrees to make representations to his or her institution in order to give the necessary access to facilities and laboratories to the visiting student. You can find a template of this letter on the [program page](#);
- A photocopy of the valid Quebec health insurance card. If you are not a beneficiary, please contact the program manager;
- A valid proof of the Canadian citizenship or of the permanent residency (passport, birth certificate, resident card, etc.);
- A proof of the applicant Master, or PhD student status or his or her enrollment in a CCTT (a photocopy of the student card or a letter of admission from the institution);
- A recommendation letter of the professional supervising the student in Québec (optional document).

Please contact the program manager prior to the application deadline if any questions remain. Any missing document or any document that is not in conformity with the program rules and forms may result in the ineligibility of the funding application.

## TERM OF THE SCHOLARSHIP

<b>Term</b>	<p><b>The duration of the stay is from 1 to 4 months.</b></p> <p>The stay must begin no earlier than April 1<sup>st</sup>, 2019, and must finish by March 31<sup>st</sup>, 2020, at the latest.</p>
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## AMOUNT OF SCHOLARSHIP

<b>Amount</b>	<p>The scholarship includes:</p> <ul style="list-style-type: none"><li>• Round-trip transportation, economy class (up to 1000\$CAD) paid by the FRQNT;</li><li>• Monthly user fees for Cuban installation of a 1000\$CAD covered by the FRQNT;</li><li>• Accommodation and living expenses, of a value of 1000\$CUC a month, covered by the Cuban institution.</li></ul> <p>The maximum number of internships will be established by the order of applications by merits, and the funds available for this program.</p> <p>Symmetry shall be respected between the number of scholarships given to students from Quebec going to Cuba and the number of scholarships given to Cuban students going to Quebec. A difference of up to 2 given scholarships will be considered acceptable.</p>
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This program does not include insurance coverage. The selected students must have to acquire, at their own expense, travel, health and civil liability insurance for the duration of their stay.

## EVALUATION

The following criteria will be used to evaluate the applications:

- **Applicant**
  - The academic qualities of the students (research track, grades, etc.);
  - The complementarity of the student's competencies with researchers from Cuba.
  
- **Research project**
  - The added value and the relevance of the internship for the training of the applicant and for the research project;
  - Scientific merit of the projects on both sides and potential benefits;
  - Realism of the internship duration and objectives.

## RESEARCH OUTCOMES AND KNOWLEDGE TRANSFER

### **Submission of reports**

In accepting the scholarship, the applicants agree to submit scientific and financial reports, following the rules and by the deadlines determined by FRQNT, FRQS and CNEURO.

### **Use and dissemination of the results by partners**

The grantees authorize the partners to use reports and published research outputs (scientific publications, conferences, symposia, conventions or e-publication) for reproduction, translation, execution or public extension purposes through whatever means or for any other non-commercial purposes, provided there is no infringement of copyright law.

### **Knowledge mobilization**

The FRQNT and the FRQS encourage awardees to conduct and participate in knowledge mobilization activities (transfer, sharing, enhancement, presentation and dissemination) with the practice community and the public, when these activities are relevant. Please read the [Knowledge Mobilization](#) document (in French) in the toolkit.

## INTELLECTUAL PROPERTY

The sharing of intellectual property rights and user rights must comply with the rules of both funding agencies.

## COMMITEMENT OF THE APPLICANT

By submitting an application, the candidate undertakes, among other things, to:

- Respect the [Common General Rules](#), the FRQS Policy regarding open access to Published Research outputs and all the conditions and requirements described in the form and program rules;
- Send, at the request of the FRQNT or the FRQS, certain additional documents related to the use of the grant;
- Respect the *standards of ethics and integrity* defined in the FRQS document Standards in Research Ethics and Scientific Integrity ([Standards en éthique de la recherche et d'intégrité scientifique](#)) and in the Policy for the Responsible Conduct of Research ([Politique sur la conduite responsable en recherche](#)) of the Fonds de recherche du Québec;
- Authorize the FRQNT and the FRQS to keep and use all the personal and scientific information contained in its file in accordance with the procedures described in the document Access to Documents and the Protection of Personal Information and under the condition that persons having access to personal information respect the confidentiality.

## PARTNERS

**Centro de Neurociencias de Cuba**

**Fonds de recherche du Québec – Nature et technologies (FRQNT)**

**Fonds de recherche du Québec – Santé (FRQS)**