

FÉDÉRATION QUÉBÉCOISE
DES
Sociétés Alzheimer

Champigny-Robillard Fund Research Program Application Guide 2025-2026

Application deadline: November 4, 2025, at 5 p.m.

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Champigny-Robillard Fund Research Scholarship at the Master's Level

The Research Scholarship Program, supported by the Champigny-Robillard Fund, is an initiative of the Federation of Quebec Alzheimer Societies (FQAS). This program is open to students enrolled in a master's level research program at a Quebec-based institution. The purpose of the program is to support research projects aimed at advancing the state of our knowledge on topics related to maintaining autonomy, improving the quality of life, and supporting people living with Alzheimer's disease or other neurocognitive disorders.

The FQSA favors an open application process. Students from all disciplines are invited to apply. Eligible proposals may be transversal or interdisciplinary in nature. Priority will be given to applications that will have significant benefits for the lives of people affected by a neurocognitive disorder and their caregivers in Quebec.

Program Characteristics – Master's Research Scholarship

The objective of the research scholarship program is to stimulate research aimed at improving the quality of life of people living with a neurocognitive disorder and their loved ones, by supporting students enrolled in a master's level research program in a Quebec institution who demonstrate a marked potential for research in this field, based on the quality of the proposed project and the excellence of their academic and professional record.

This research scholarship, offered for a period of one year, is intended for students registered or accepted into a university program in Quebec leading to a master's degree with a thesis. The value of the Master's scholarship is \$30,000; it does not include an amount for research allowance.

For any questions, please contact the following address:
recherche@alzheimerquebec.ca.

In case of questions about elements not specified in this document, the rules in force for the Master's research scholarships (B1) of the Fonds de recherche du Québec (FRQ) will be applied. [Master's Research Scholarships 2026-2027 \(B1\) - Regular component and Re-Entering Research component](#).

Eligibility

Canadian citizenship or permanent Canadian residency and having been registered for less than one year in a master's program (2nd cycle) at a recognized Quebec university.

OR

Students whose citizenship is other than Canadian, AND who have completed at least two consecutive full-time semesters in Quebec (at the 1st or 2nd cycle) AND are currently registered in a master's program in the province.

To be eligible, institutions and programs must:

- Be part of the network of universities and affiliated institutions based in Quebec.
- To be considered "research" type, the master's program must lead to the writing of a research thesis (or dissertation).

Professional master's programs are not eligible, notably the psychology programs indicated by the FRQ: [Eligibility of Psychology Programs](#).

Submitting an Application

The funding application is preferably written in French. In the case of an application written in English, the lay-language project summary must be written in French.

Required Documents

- The application form
- Official attestation of registration in a master's program leading to a thesis (or dissertation)
- Transcripts (official copies of the bachelor's and master's transcripts) or certified translations.
 - Digital certified copies are allowed. Please keep originals in case of verification.
 - Official transcripts are those prepared by your institution's registrar's office.
 - This includes transcripts obtained as part of exchange programs or courses (equivalencies), if applicable.
- Narrative CV, using the format of the [Fonds de recherche du Québec \(FRQ\)](#) or [Tri-agency](#).
- Letter of support from the Master's supervisor or a professor who knows you well.
- References, tables, and figures accompanying the scientific presentation of the project (please attach as a single document of a maximum of 3 pages).

Incomplete applications will not be considered.

Key Dates

All applications must be submitted between October 1, 2025 and November 4, 2025 at 5 p.m.

Evaluation criteria and Process

The applications are reviewed as part of a peer-review process by a group of researchers with relevant expertise.

Applications are evaluated based on their scientific merit, innovative nature, feasibility, and their relevance to improving the quality of life of people living with Alzheimer's disease or other neurocognitive disorders, or their informal/family caregivers.

Evaluation Criteria

- **The excellence of the academic and professional record and research experience (45 points)**
 - Transcripts from undergraduates and graduates, if applicable. Submitting transcripts in a foreign language must include official translations, in English or French.
 - Narrative CV
 - Recognition (prizes, distinctions, and scholarships obtained)
 - Achievements (scientific, professional, social, etc.) and relevant experiences (in connection with the project or career path)
- **Relevance and feasibility of the proposed research project (50 points)**
 - Originality
 - Faisability
 - Alignment with the improvement of the quality of life for people living with Alzheimer's disease and other neurocognitive disorders
 - Relevance of the proposed methodology
 - Potential for contribution to the advancement of knowledge
- **General presentation (5 points)**

TOTAL (100 points)

Evaluation Process

An initial evaluation is ensured by the FQAS, which verifies the integrity of the application file and evaluates the academic record.

The applications are then reviewed as part of a peer-review process, by experts from different Quebec universities and representing the various relevant research fields.

Applications receive a score based on scientific merit and professional experience, the innovative nature of the projects, their feasibility, and their relevance to the aforementioned research scholarship objectives.

The selection of the funded project is made from the 3 applications that obtained the highest score, by a committee composed of directors from the Alzheimer Societies of the province of Quebec.

Notification of Results and Acceptance

The official announcement of the results is sent in the spring of the year following the submission of applications. These results are transmitted to the recipient electronically. Within 10 working days following the receipt of their application result, the successful candidates must notify the FQSA electronically if they accept the offer made to them. Failure to meet this requirement may result in the scholarship being withdrawn.

Additional Notes

- The cumulation of scholarships is not authorized. (Meaning: Scholars cannot hold this scholarship in addition to another one.)
- Research scholarships are not transferable, except in the case of a transfer of the research center to another Quebec Institution. If applicable, a letter of justification must be submitted to FQAS.

Confidentiality

All documents and information provided for the purpose of peer review are subject to the conditions of the *Privacy Act* and the *Access to Information Act*.

All information contained in the applications, including the evaluations and discussions of the peer committee, is strictly confidential. Consequently, applications and discussions about the submitted projects are treated as strictly confidential and cannot be used for purposes other than those for which they were initially intended.

All documents related to the evaluation process are stored securely and are not accessible without authorization.

Conflict of interest

All evaluators and administrators of the Champigny-Robillard Fund research scholarship program must sign a DECLARATION ON CONFLICTS OF INTEREST.

The FQAS makes every effort to ensure the fairness and objectivity of decisions and is keen that these are also perceived as such. Committee members are asked to avoid any action that could suggest a conflict of interest or reasonably be considered as affecting their objectivity. In case of uncertainty, the FQAS must be immediately informed of the potential conflict.

The FQAS complies with the FRQ's [Politique sur la conduite responsable en recherche de la FRQ](#), which describes the policies and requirements relating to research funding applications, the management of granted funds, the execution of research work, and the dissemination of results. The FQAS implements strict conflict

of interest measures among peer reviewers to eliminate any potential risk that would constitute a threat to the integrity of the research, the researcher, or the Alzheimer Society and its affiliated partners. A stakeholder may find themselves in a conflict of interest situation when they are in a position to derive personal, commercial, or financial benefits from a particular research project, or benefits for their employment, or past or potential professional partnerships and associations. Conflicts can also arise when activities or situations place an individual, such as a researcher, in an actual, potential, or perceived conflict between research-related duties or responsibilities and their personal, institutional, or other interests.

Research Scholarship Regulations

To retain the research scholarship, the following conditions must be maintained by the recipient throughout the funding period:

- Comply with the conditions related to citizenship and domicile.
- Be enrolled full-time in the training program for which the scholarship is paid (subject to the exceptions allowed in this section).

**Proof of enrollment required each semester to maintain payment.*

Every grant holder has must notify the FQAS as soon as one of these conditions is no longer met, and upon any change in their situation, which could affect compliance with the scholarship conditions. Failure to comply (or failure to inform us of such a change) could result in the cancellation of the scholarship and a demand for full reimbursement of the amounts received.

Other Funding Sources

Research scholarship holders cannot simultaneously benefit from another scholarship or grant. Those who have received an offer from another funding source are asked to communicate with the FQAS as soon as possible. (recherche@alzheimerquebec.ca).

Recipients of a Champigny-Robillard Fund scholarship who are awaiting a response from another agency must inform that agency of their acceptance of the Champigny-Robillard Fund scholarship.

Paiement

Scholarships are paid directly into the recipient's bank account every month. The bank account must be Canadian. The responsibility for paying taxes lies with the recipient.

Transfers

The Champigny-Robillard Fund research scholarships are not transferable, as the intention is to support research projects carried out in Quebec. If the scholarship holder changes university, or research project, the transfer of the research scholarship, or its total cessation, is left to the discretion of the FQAS.

Termination

If the scholarship holder is unable to continue the research project for which they

obtained funding, the FQAS must be immediately notified. Arrangements must be made for the reimbursement of unused funds.

A candidate applying for a Champigny-Robillard Fund Master's research scholarship is eligible during their first six semesters of master's studies (or equivalent). Deviations from this rule will be evaluated on a case-by-case basis.

Authorized Leave of Absences

A recipient who requests a leave of absence must provide a written statement explaining the reason for their request, at least three months before the anticipated leave date. They must also provide the project resumption date, supported by written confirmation from their supervisor. The FQAS's rule is to suspend the payment of the scholarship or grant for the entire duration of parental or sick leave, which may be extended for a period of up to 12 months.

The Champigny-Robillard Fund scholarship will be calculated pro rata and paid up to the last day of the recipient's official presence at the host institution before the start of their leave. The scholarship or grant will be suspended for the entire duration of the leave, then reinstated when the recipient returns to the host institution, if applicable. At that time, the FQAS will request written confirmation from the supervisor confirming the return to active status, allowing the project to continue and re-registration at the host institution. Once this confirmation is received, funding can resume. Other leaves will be evaluated on a case-by-case basis.

Ethics and Safety Certificates

Responsible conduct of research is the cornerstone of the FQAS's commitment to excellence in research on neurocognitive disorders. As such, the FQAS is committed to complying with the FRQ's [Politique sur la conduite responsable en recherche](#). The FQAS follows the policies and requirements of this framework in the management of funds, research progress, and the dissemination of results obtained through the Champigny-Robillard Fund scholarship program.

Regarding the scholarships, the proposed research project must comply with the awardee's institution guidelines and respect the FRQ's [Politique sur la conduite responsable en recherche](#).

Final Report, Publications and Knowledge Transfer

A final project report must be submitted at the conclusion of the research project. Publications resulting from the research project may serve as the final project report. Recipients are encouraged to publish their results in peer-reviewed and open access publications (see the open access policy below). The thesis can serve as the final report, provided it has been reviewed by the research supervisor.

Any communication related to the research undertaken with the financial support of the Champigny-Robillard Fund research scholarship program must acknowledge the support of the FQAS. Copies of these communications must be sent to the FQAS as soon as possible. The FQAS logos and general guidelines on our brand image will be provided when applicable. Scholarship or grant recipients must notify the FQAS as

soon as possible before publishing a press release, an article, or holding a major media event about the project supported by the FQAS. This will allow the FQAS to feature them and highlight their research work.

Dissemination of knowledge acquired through the Champigny-Robillard Fund scholarships is an important priority for Alzheimer's Societies. As a recipient of a Champigny-Robillard Fund scholarship, it is expected that the research project will be shared at conferences in Quebec, such as those of the *Réseau québécois de la recherche sur le vieillissement*, the CREGÈS Colloquium, and the *Congrès québécois sur la maladie d'Alzheimer*. The research scholarship recipient will also be invited to present their results at an event organized by the FQAS, for instance *Les Conférences Mémorables* or Facebook Live sessions.

Open Access Policy

Peer-reviewed publications resulting from the research made possible by this grant must be disseminated through immediate open access (without embargo), under an open license, in accordance with the FRQ's [Open access dissemination policy](#) (revised in 2022).

The master's thesis resulting from this grant must be made available through open access, without embargo, in an institutional or disciplinary repository, in accordance with the Open Access Dissemination Policy (revised in 2022).

Intellectual Property

The FQAS does not claim any intellectual property rights over the results of the research projects they support. Furthermore, the FQAS does not impose conditions on host institutions regarding issues surrounding intellectual property. However, it requires the host institution to establish clear guidelines on this subject and that they be in force before the scholarship is awarded. The main objective of research funded by the FQAS is to enrich knowledge about Alzheimer's disease and other neurocognitive disorders, and not to promote commercial interests.

Contact Information

Please send inquiries regarding the FQAS to the following address:

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