

# **Génome Québec Guidelines**

## **Genome Canada 2012 Competition: Genomics and Personalized Health**

**March 2012**



## TABLE OF CONTENTS

<b>1.</b>	<b>GÉNOME QUÉBEC’S MISSION AND OBJECTIVES</b> .....	<b>3</b>
<b>2.</b>	<b>TERMS AND CONDITIONS FOR SUBMITTING APPLICATIONS</b> .....	<b>3</b>
<b>3.</b>	<b>ETHICAL, ECONOMIC, ENVIRONMENTAL, LEGAL AND SOCIAL ISSUES OF GENOMICS (GE<sup>3</sup>LS)</b> .....	<b>3</b>
<b>4.</b>	<b>ECONOMIC BENEFITS FOR CANADA</b> .....	<b>3</b>
<b>5.</b>	<b>GÉNOME QUÉBEC TECHNOLOGICAL PLATFORMS</b> .....	<b>4</b>
<b>6.</b>	<b>GÉNOME QUÉBEC TIMELINES</b> .....	<b>5</b>
<b>7.</b>	<b>APPLICATION SUBMISSION PROCESS</b> .....	<b>5</b>
7.1	REGISTRATION .....	5
7.2	PRE-APPLICATION .....	5
7.3	FULL APPLICATION .....	6
<b>8.</b>	<b>FUNDING</b> .....	<b>7</b>
8.1	ADDITIONAL SOURCE OF GÉNOME QUÉBEC FUNDING FOR THIS COMPETITION.....	7
8.2	GENOME CANADA FUNDING.....	7
8.3	CO-FUNDING FOR QUÉBEC RESEARCHERS .....	7
<b>9.</b>	<b>CONTACTS AT GÉNOME QUÉBEC</b> .....	<b>8</b>

## 1. GÉNOME QUÉBEC'S MISSION AND OBJECTIVES

Génome Québec is a private non-profit organization. In partnership with national and international leaders in life sciences, Génome Québec contributes to strengthening the competitiveness of the genomics innovation system in order to maximize its socio-economic impact in Québec, by funding major genomics research initiatives and putting in place the tools necessary for scientific and strategic development in the field.

As the driving force behind the development of genomics in the province, Génome Québec aims to capitalize on the existing assets dedicated to genomics research, to advance knowledge in genomics by funding major projects, and to integrate genomics research results into the health and natural resources sectors.

## 2. TERMS AND CONDITIONS FOR SUBMITTING APPLICATIONS

Eligible applicants who wish to submit an application to this competition are invited to contact Génome Québec as soon as possible. Génome Québec will be able to guide researchers in developing projects that meet all of the program evaluation criteria.

We urge researchers to seek information from their respective institutions on any existing framework agreements with Génome Québec which govern the management of intellectual property arising from research projects. All participants in this competition must agree to follow the established guidelines of these agreements.

## 3. ETHICAL, ECONOMIC, ENVIRONMENTAL, LEGAL AND SOCIAL ISSUES OF GENOMICS (GE<sup>3</sup>LS)

The projects developed in this competition must tangibly integrate one or more economic, environmental, ethical, legal or social components, reflected in the selection of researchers (as co-applicants or collaborators) with expertise in one or several of these fields. The GE<sup>3</sup>LS project must be specific to the scientific project and well aligned with research translation into socio-economic benefits.

## 4. SOCIO-ECONOMIC BENEFITS FOR CANADA

***It should be noted that in this competition, Genome Canada will give much greater weight to a research project's potential ability to bring about benefits for Canada (particularly socio-economic benefits). Benefits for Canada are among the important evaluation criteria, in addition to scientific, administrative (management) and financial factors.***

All applications must describe, with supporting evidence, the deliverable(s) that will be realized by the end of the project. Deliverables must have a clinical utility and/or a practical application within the shortest possible timeframe. They must also generate social and/or economic benefits for Canada by contributing to a more evidence-based approach to health and a more cost-effective healthcare system. These benefits could include, for example, the adoption of a new technology, a change in clinical practice guidelines, an application of an existing drug to a new indication, or a reduction in the number of adverse drug reactions.

Applications must include a plan that explains how potential research results will be transferred, disseminated, used, and/or applied to realize the socio-economic benefits. Applicants must also include a rationale (including an economic component) explaining how the outcomes of the project will

potentially contribute to a more evidence-based approach to health and a more cost-effective healthcare system.

Socio-economic benefits should be attainable within as short a time as possible after the end of the four-year project, depending on the area of research. Genome Canada particularly encourages applicants to submit proposals that make a strong case for the realization of significant benefits within a short timeframe after the end of the project. All else being equal, these applications will have an advantage during the review process.

## 5. GÉNOME QUÉBEC TECHNOLOGICAL PLATFORMS

Applications for large-scale projects must include a detailed description of all the necessary technological services that will be provided by other sources. The technological centres funded by Genome Canada have been established to provide technology and expertise to projects and to avoid duplication of effort across the country. Génome Québec strongly encourages, as does Genome Canada, turning to the services of technological centres financed by this network.

The list of Génome Québec technological centres is available at the following address:

**<http://www.gqinnovationcenter.com/services/index.aspx?l=e>**.

Génome Québec also encourages researchers to use the samples and data of the CARTaGENE biobank through additional funding (see section 8 below):

**[http://www.cartagene.qc.ca/index.php?option=com\\_content&task=view&id=94&Itemid=83&lang=english](http://www.cartagene.qc.ca/index.php?option=com_content&task=view&id=94&Itemid=83&lang=english)**.

For questions pertaining to funding eligibility and eligible expenditures, please contact Stéphanie Lord-Fontaine, Program Director at Génome Québec (514 398-0668, ext. 204 or [slord-fontaine@genomequebec.com](mailto:slord-fontaine@genomequebec.com)).

For any questions concerning technological centre services, including the CARTaGENE biobank, please contact the Client Management Office (CMO) of the McGill University and Génome Québec Innovation Centre at 514 398-7211 or **[infoservices@genomequebec.com](mailto:infoservices@genomequebec.com)**.

## 6. GÉNOME QUÉBEC TIMELINES

Genome Canada's announcement of the competition	January 24, 2012
Submission of registrations to Génome Québec	February 27, 2012
Submission of pre-applications to Génome Québec	April 10, 2012
Submission of pre-applications to Genome Canada	May 14, 2012
Announcement of the pre-applications selected by Genome Canada	July 6, 2012
Submission of full applications to Génome Québec	August 20, 2012
Submission of full applications to Genome Canada	October 1, 2012
Meeting with Genome Canada review committees	Late November 2012
Announcement of results by Genome Canada	Mid-December 2012

## 7. APPLICATION SUBMISSION PROCESS

Applicants must submit a funding application through Génome Québec. The application process comprises three steps: registration, pre-application and full application. Génome Québec offers support to all teams that submit an application, with the objective of enhancing competitiveness of Québec applicants in this nation-wide competition.

### 7.1 Registration

A short registration form has been designed to provide Genome Canada with preliminary details on applicants, research areas, approximate budgets, relevance to the targeted areas and suggested reviewers. This information will permit screening for eligibility and facilitate the early selection of reviewers for the peer review process. Only applicants who submit a registration that is deemed eligible will be allowed to submit a pre-application. Information from eligible registrations (i.e., name of project leader(s), lead institution, project title, research areas and keywords) will be posted on the Genome Canada Web site to facilitate the identification of areas of potential synergy between applications from across the country and enable applicants to consider cooperating with other researchers on a common project.

The final list of co-applicants may change between the registration and pre-application steps.

### 7.2 Pre-application

The **pre-application** is not a letter of intent. This pre-application will be peer-reviewed and only the most competitive pre-application will be invited to submit full applications.

At the **pre-application** step, applicants must submit a description of the research proposal, including the integrated GE<sup>3</sup>LS research plan and a section on the socio-economic benefits for Canada and Québec. They must also provide sections addressing the project management plan and financial aspects (preliminary budget including a co-funding plan).

Experts with the necessary specialized knowledge will evaluate pre-applications, basing their review on the quality of research plans and the potential benefits for Canada; they will also consider the management plan and financial aspects. Details of the approved pre-applications [i.e., name(s) of

project leader(s), lead institution, project title, the research areas and keywords] will be posted on the Genome Canada Web site.

Information concerning the electronic submission process will be sent to researchers following the registration step.

Pre-applications must be submitted to Génome Québec **no later than April 10, 2012 by 5:00 p.m.** It is very important to respect this deadline and to provide a **final version** of the application (all sections must be completed) because Génome Québec will proceed with peer reviews by scientific and socio-economic experts between April 10 and April 19. The reviewers' written comments will be sent to project leaders via e-mail on April 19. This evaluation aims to enhance the competitiveness of the applications; its results will not be used for project selection or ranking. All submitted applications that meet the competition eligibility criteria and are received by Génome Québec by the stipulated deadline will be sent to Genome Canada on May 14, 2012.

In addition, please note that a **hard copy of the signature pages** (original signatures can be on separate pages and electronic signatures are acceptable) of the pre-application form must be received at the following address **no later than May 10, 2012**:

**Génome Québec**  
**630 René-Lévesque Boulevard West, Suite 2660**  
**Montréal (Québec) H3B 1S6**  
**Attention: Ginette Levasseur**

*The electronic version of the pre-application form submitted as a PDF file **must not** contain signatures. The budget form in excel format must also be submitted.*

### **7.3 Full application**

Those applicants successful at the pre-application stage will be asked to submit a full application. Full applications must address the evaluation criteria established for the competition, i.e., the scientific aspects, the benefits for Canada, management and financial elements. Genome Canada will set up a multidisciplinary committee of experts with specialized expertise in the evaluation of scientific, administrative (management) and financial aspects as well as the socio-economic benefits for Canada to review these applications. The committee will meet individually with representatives of each of the projects. Only those proposals demonstrating the highest degree of overall excellence will be funded. **The guidelines for funding large-scale genomics research projects** (<http://www.genomecanada.ca/medias/PDF/en/2012-large-scale-genomics-research-projects-guidelines.pdf>) provide further details on the application process and the selection criteria of Genome Canada.

Full application forms will be sent to those researchers invited to submit a proposal as soon as Genome Canada makes them available.

Information pertaining to the electronic full application submission process will be sent to researchers once Genome Canada has announced the results of the review of pre-applications.

## 8. FUNDING

Genome Canada funding will be made available to the project through Génome Québec. In the case of an inter-centre (inter-provincial) project, the principal genomics centre is the one with which the project leader identified in the application is associated. Thus the Genome Canada funding will circulate through this individual institution.

Genome Canada and the Canadian Institutes of Health Research (CIHR) require that at **least 50%** of the requested funding for eligible costs be obtained through co-funding from other sources.

Génome Québec can fund up to **35%** of approved eligible costs for activities that are an integral part of the project, to the maximum amount provided in the notice of award. Applicants must obtain at least 15% of the necessary funding from other sources. Génome Québec funding cannot be used for expenses incurred outside Québec except for service contracts or to purchase consumables that are not available in Québec. Génome Québec funding cannot be transferred to provincial and federal laboratories.

Certain inter-centre projects or projects involving international partners may not fit the model described above. Special measures may be discussed between Génome Québec and the partners involved.

### 8.1 Additional source of Génome Québec funding for this competition

Through this competition, Génome Québec wishes to encourage the use of data and samples from the CARTaGENE biobank. In this regard, Génome Québec will award additional funding of up to \$500,000 (maximum of 5% of the total budget) per project for researchers wishing to use CARTaGENE. CARTaGENE-related expenditures must be submitted in the budget and approved by Génome Québec.

For complete details concerning eligibility for this funding, please consult the following link:  
<http://www.genomecanada.ca/medias/PDF/en/national-coFunding-opportunities.pdf>.

### 8.2 Genome Canada Funding

Co-funding in this competition must be used for new or incremental research activities that are part of a Genome Canada-approved project. Co-funding must have been applied for **on or after June 6, 2011** and must apply to the eligible costs included in the budget submitted to Genome Canada to be considered an eligible source of co-funding.

The funding sources and the type of eligible expenditures for Genome Canada are described in detail in the guidelines for funding large-scale research projects, available by consulting the following link:  
<http://www.genomecanada.ca/medias/PDF/en/2012-large-scale-genomics-research-projects-guidelines.pdf>.

### 8.3 Co-funding for Québec researchers

The following sources of funding are considered eligible by Genome Canada but cannot constitute co-funding for Génome Québec:

- Fonds de recherche du Québec - Santé (FRQ-S), Fonds de recherche du Québec - Nature et technologies (FRQ-NT) and Fonds québécois de recherche sur la société et la culture (FQR-SC);

- Funding from the Ministère de la Santé et des Services sociaux (MSSS);
- Funding from Quebec sociétés de valorisation

Funding from the Quebec Consortium for Drug Discovery (CQDM) consists of two sources. The first originates from the Québec government and the second consists of other sources. Only the second can be used to match Génome Québec co-funding.

For any questions pertaining to co-funding please contact Génome Québec.

## 9. CONTACTS AT GÉNOME QUÉBEC

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