2027 RESEARCH PROGRAM
Operating Grants and Career Scientist Award

Submission deadline: January 10, 2027

General Guidelines and Conditions
Applicable to **all** CAS Research Awards

The Canadian Anesthesiologists' Society (CAS) offers two types of research grants through the Canadian Anesthesia Research Foundation (CARF).

Operating Grants provide funding to cover the direct costs related to a single research project or program. CAS offers open operating grants and section grants, as well as grants that are designated for new investigators and residents.

- *New Investigator Operating Grants*
  - Canadian Anesthesiologists' Society Research Award
- *Open Operating Grants*
  - Dr. R A Gordon Research Award
- Section Grants
  - Dr. James Beckstead Innovative Ambulatory Award
  - Dr. Earl Wynands CVT Section Research Grant
  - Education and Simulation in Anesthesia Section Research Grant
  - Environmental Sustainability Section Research Grant
  - Neuroanesthesia Section Research Grant
  - Obstetric Anesthesia Section Research Grant
  - BCAS Dr. Pieter Swart Perioperative Research Award
  - The Su Ganapathy Regional Anesthesia Research Award
- *Residents' Research Grant*
  - Ontario's Anesthesiologists – CAS Residents' Research Grant

The **Career Scientist Award** provides partial salary support for the investigator to fund protected research time. The Career Scientist Award is awarded as often as possible, given the available funding.

The process of adjudicating Awards is detailed in the Terms of Reference of the CAS Research Advisory Committee (RAC), available upon request. The RAC has at least three regionally diverse judges score each application based on its scientific merits, importance, and feasibility, as well as an assessment of the applicant(s) and research team. The aggregated scores are then considered during an adjudication meeting of the Grant Standing Subcommittee (governed by its own Terms of Reference) that has broad regional and linguistic diversity.

During adjudication, a minimum score is required to ensure research quality, and therefore it is possible that some awards may not be given every year.

Successful applicants are presented with their awards during the Awards Ceremony at the CAS Annual Meeting, in June.

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Terms & Conditions Governing all CAS Research Program Awards

The following requirements apply to the Research Awards Program.

1. Membership

a) The applicant must be an anesthesiologist and a CAS member in good standing for the award year (2027) at the time of grant application and must remain a member in good standing during the tenure of the award. To remain a member in good standing, membership dues must arrive at the CAS head office no later than **January 17th** annually, if applicable, throughout the term of the award. Failure to meet this deadline will result in the application or grant being withdrawn. Although not required, it is also recommended that the co-applicants be CAS members where appropriate. **Applicants for section grants must also be a member of the relevant section.**

2. Applicant Status

a) The applicant must hold a primary faculty appointment in a department of anesthesia at a Canadian university medical school; in the case of the "Residents' Research Grant", the applicant's supervisor must hold the appointment.

3. Prior Award Winners

a) The recipient of a previous Operating Grant is ineligible to apply for another Operating Grant for a period of two award cycles. The recipient of a Career Scientist Award is ineligible to apply for another Career Scientist Award but remains eligible to apply for Operating Grants.

For example, a recipient of a 2015 Operating Grant is ineligible for the 2016 and 2017 award cycles, and a recipient of a 2016 Operating Grant is ineligible for the 2017 and 2018 award cycles. A recipient of a Residents' Award is ineligible to apply for another Residents' Award for the following two years but remains eligible to apply for other non-resident Operating Grants.

		Eligibility <2 years from past award			
		Career Scientist	**Residents' award**	**New investigator**	**Open award**
Past award	**Career Scientist**	NO	YES	YES	YES
	Residents' award	YES	NO	YES	YES
	New investigator	YES	NO	NO	NO
	Open award	YES	NO	NO	NO

4. Topic of Research

a) The research project or program for which funding is requested must be clearly relevant to the field of anesthesia, perioperative medicine, and/or pain management. Where applicable, the topic must satisfy the terms of reference of the specific grant. If ambiguous, adjudication of research project topic will occur by majority vote of the RAC.

5. Location

a) The research must be carried out in Canada.

6. Ethics and REB documentation

a) Research involving recruitment of human participants and the use and care of animals must meet national ethical standards including the ethics policy initiatives of the Canadian Institutes of Health Research.

b) Research involving recruitment of human participants must conform to current guidelines, such as the Tri-Council Policy Statement on Ethical Conduct for Research Involving Humans and the CAS Guidelines on the Ethics of Clinical Research in Anesthesia, available on the CAS website. Assurance must be given that any human experimentation will be acceptable to the institution on ethical grounds.

c) Research involving the use and care of animals must be in accordance with the Canadian Council on Animal Care guidelines.

d) Assurance must be given that the proposed research will not be undertaken until it has been accepted as meeting requirements regarding biological and chemical hazards such as outlined in the Medical Research Council of Canada "Guidelines for Handling of Recombinant DNA Molecules and Animal Viruses and Cells". The institution must notify the Canadian Anesthesiologists' Society if such approval is not forthcoming.

e) A document indicating that institutional review has been initiated for animal and/or human experimentation, where applicable, must be submitted by January 17th of the award year (2027). Applications that fail to fulfill these requirements will not be considered.

f) Proof that the institutional ethics approval has been granted must be received by CAS before funds are released to the institution.

7. Award Term

a) The term of a Grant will be two years (July 1 to June 30 of the second year), **and it is not renewable**. It is up to the Principal Investigator (applicant) to ensure funds are spent by this date.

b) If the approval of your REB submission is delayed, please contact CAS as soon as possible. A formal extension of the term of your award may be approved upon review.

c) If your project is delayed, a progress report is still required on March 1st of the first year of the award. This will be reviewed by the RAC Chair, and possibly the full RAC, to decide on an extension or cancellation of the award. Please submit your report on schedule to CAS, along with:

i. A description of any changes made to the project or budget;
ii. The reasons for the delay;
iii. The expected completion or continuation date, a projected figure for the unexpected balance at the termination date, and any other relevant material.

d) Grants must be claimed within 12 months of the beginning of the term. A grant not claimed within the first year may be revoked.

8. Offer and Acceptance of Award

a) Terms of awards and "condition of approval"

i. Awards are made only upon the approval of CAS. All awardees and the Host Institution must formally accept an award, and all awards are at all times conditional upon and subject to availability of funds to CAS and the Canadian Anesthesia Research Foundation (CARF).

ii. In addition, CAS and CARF reserve the right to terminate or change any award at any time.

b) Notification of Award

i. Successful applicants will receive an official notification of award which sets forth the duration of the award and the amount approved. The financial office and/or the research office of the host institution will be informed of the details of the award at the same time.

ii. A revised notification will only be sent if there is a change in the amount or terms of the grant.

c) Notice of Acceptance

i. Within two weeks of being notified, all successful applicants are required to provide:

1. A signed, completed acceptance form.

2. A recent high-resolution personal photograph. By submitting the photograph, you consent that CAS and CARF use it for purposes associated with the CAS Research Program, including CAS/CARF promotional material.

d) Financial Details:

i. In accepting a research award, the recipient acknowledges and agrees that the award constitutes the maximum payable.

ii. You must provide the CAS office with the name, contact information, and email address of the institutional contact to whom the funding will be released.

iii. Administration and payment of funds: Funds for all awards must be administered through the financial or research officer of the host institution, unless explicitly approved in writing by CAS.

1. Payment of accounts for the purposes specified in the award is made by the financial officer of the Host Institution.

2. Any expenditures in excess of the award will not be assumed by CAS nor reimbursed by the Society to the host institution.

3. Expenditures are intended to reasonably match the purposes set forth in the proposed budget, and any significant alternative use of funds requires prior approval of CAS.

4. Expenditures incurred after the termination date will not be accepted. The Host Institution is expected to return any unexpended balances at the termination date, including early termination.

iv. Funds are released, regardless of value, in two equal instalments to the institutional contact you provide to CAS.

v. Funds are released after all required documentation is received and approved by CAS. Start dates are, therefore, varied.

vi. The second instalment of funds is released only after the approval of the required Reporting document(s) – see below for details on required reporting obligations.

vii. CAS reserves the right to audit the Awards statement of accounts.

9. Reporting Obligations

a) A Progress report and a final report are due to CAS. The Progress Report is reviewed and approved **prior to** the second instalment of any funds being released by CAS.

i. A Progress Report is due by March 1 of the first award year (2028).

ii. The Grant Final Report is due by March 1 of the second award year (2029, including cancellation of the award). This is the grant closing report.

It is expected that all CAS funds will have been spent within the two-year term of the award. A detailed plan for any unused funds must be submitted with the grant final report to be reviewed by the Grant Standing Subcommittee. The Subcommittee reserves the right to ask that funds not used within the two-year term of the award be returned.

iii. The CAS Research Advisory Committee will solicit a report following the closure of the award documenting its outcomes, including abstract presentations, publications, leveraged funding, and trainee engagement.

iv. Progress and final reports will be shared for information purposes with the funding organization be it CARF, CAS Sections or sponsors.

v. **At grant end, investigators are required to publish their results in *Anesthesia News*, the Canadian Anesthesiologists' Society newsletter. They are also strongly encouraged to publish their study's results in the *Canadian Journal of Anesthesia*.**

b) Financial statements may be requested from the institution at which the funding is held. Should a recipient of a CAS award receive funding from another source for the same research project, the proportion of funds the recipient receives in excess of the total amount applied for must be returned to CARF.

c) Change in status of awardee

i. Should an awardee be unable to continue the research program for which they received support, the awardee must immediately notify CAS so that appropriate action can be taken. All awards are conditional upon the continual involvement of named (Co-)Principal Investigators and/or co-applicants. The named Principal Investigator(s) must notify CAS if any role changes significantly.

ii. If unable, for any reason, to complete the project for which the award was given, the awardee recognizes that, following the term of the award, any uncommitted balance must revert to CARF.

10. Public Acknowledgement of Funding

a) All published manuscripts resulting from the CARF funding must include acknowledgement of this program. Failure to do so will result in disqualification of applications in future years; failure to acknowledge CARF funding of prior awards will result in disqualification of this application.

b) The following funding acknowledgement must appear on all published manuscripts and abstracts resulting from the CARF funding:

"This research was supported by the Canadian Anesthesia Research Foundation."

c) For public presentations, a high-quality CARF logo can be downloaded from the CARF website.

Submission deadline: January 10, 2027

Submissions are made through the CAS member portal. Please use your CAS login information to access the application forms.

Guidelines and Conditions for Online Submission

1. Deadline:

    a) The completed application must be submitted online no later than 23:59 hours Eastern Time on the deadline – **January 10, 2027**. It is the applicant's responsibility to ensure that all sections of the application form are completed and are submitted by the deadline. Email us or phone (416) 480-0602 if you have any questions or concerns, well in advance of the deadline.

    b) The applicant may make changes to the application(s) at any time before the deadline date and prior to submitting the final application(s). Submitting the application via the "Submit" button on the final page of the application process confirms that no further changes can be made. Applicants should make sure that all information is complete and accurate prior to pressing this button. No changes will be allowed after this option has been selected or after the deadline for submission unless they are requested by the Research Advisory Committee.

2. Primary Applicants & Co-Authors

    a) Applications should be created and submitted by the primary applicant.

    b) The primary applicant will be contacted via email whenever any action is required by CAS. Please mark research@cas.ca as a safe email address in your mail settings.

    c) If a co-applicant or other interested party needs a copy of the application materials, the primary applicant may sign in and save a copy.

3. Multiple Applications

    a) Only one operating grant application can be submitted for the same project; the applicant named as the Principal Investigator on the application should be the same Principal Investigator on the institutional approval and/or other study registry documents.

    b) To apply for more than one award, the primary applicant must use the same account for each application and fill in the appropriate application forms.

4. Application Rules

    a) Guidelines: **Please carefully read and follow all published guidelines**.

        i. These General Guidelines and Conditions are applicable to every award. The relevant specific guidelines (i.e., the Operating Grants, Residents', or Career Scientist Guidelines) must also be followed and may supersede the General Guidelines where they explicitly state a difference. If you are in doubt, contact CAS for clarification.

ii. Please refer to the Guidelines for individual awards for details specific to that award.

b) Style

i. Uploaded documents should follow the requirements in the application form and templates. All uploads must be in PDF format.

ii. Ensure that images and signature pages are clear and correctly oriented.

c) Maximum Lengths: Sections of the application have a maximum space allotment. Additional information exceeding the maximum allowance will be removed from the final submission. Protocol longer than requested lengths will not be adjudicated.

d) Publications & Extra Pages: No extra pages will be allowed unless otherwise stated. No appended publications are acceptable.

e) CCV: Applicants (Principal Investigators) are expected to submit a Canadian Institutes of Health Research (CIHR) Common CV by the application deadline. No other format will be accepted. The same type of CV is required for supervisors of residents applying for the Residents' Research Grant.

i. Append one 5-year CCV only to the application.

ii. Use the *draft version* of the CIHR CCV as the CV. Please review the CAS CCV document that is provided for full details. For more information on the Common CV, please refer to the https://ccv-cvc.ca/ website.

For all other team members, the applicant is required to submit a description of their skills and role in the project using the provided template. Co-applicants do NOT require a CCV.

f) Required Documents:

i. Please review the appendix of required documents.

Applications that fail to fulfill the above requirements will not be considered.
In the event that there is a discrepancy between this document and the Guidelines and Conditions for another CAS Research Grant/Award, this document will apply.

Research Program

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Appendix - Required Documents

All awards allow the following files to be uploaded. All required documents are in **bold** formatting.

	Document	Operating Grants: New Investigator, Open (including Section Awards)	Operating Grants: Residents'	Career Scientist Award
1.	**Common CV of Applicant**	√	√	√
2.	**Detailed Research Proposal**	√	√	√
3.	**Proposed budget**	√	√	N/A
4.	**REB letter or certificate**	√	√	N/A
		(required by Jan 17 of the award year)		
5.	**Award specific documents:**	N/A	**R 1. Common CV of Project Supervisor** **R 2. Letter from supervisor** **R 3. Letter from residency program director**	**CS 1. Confirmation of Matching Funds** **CS 2. Letter of Support**
6.	Supplemental Documents	√	√	√
		(please append only documents that are critical to the understanding of the application; you can include metadata if you wish)		
7.	**Signature Page**	√	√	√