**Email to: dom.adminassistant@mcgill.ca**

**Application for Support for Research**

**for Contract Academic Staff (CAS) Clinician Members of the**

**McGill Department of Medicine**

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# DESCRIPTION OF CAS RESEARCH AWARD PROGRAM FOR CLINICAL FACULTY

The McGill Department of Medicine is committed to supporting research activities among new clinical (CAS) faculty who have research training and existing faculty who have chosen a career switch, by working with the McGill associated Research Institutes and McGill associated hospital Foundations to provide funds for stipend (salary) support and/or research operating activities. **These awards are intended for clinical faculty who will apply to the FRQ-S Chercheur-Boursier Clinicien competition within the next three years.**

To be eligible for support, faculty members must have completed all clinical and research training. This includes graduate degrees and postdoctoral research fellowships. **Recipients must commit at least 50% of their time to research for the duration of the awards**.

Support is intended for faculty members at the beginning of their careers, for a maximum of three years, to optimally position them for success in the FRQS competition. Funding for Year 3 is conditional on receiving a satisfactory mid-point progress report.

Application review criteria include the quality of research training received, research productivity to date, and the methods, feasibility and relevance of the applicant’s research proposal, which should be clearly positioned within a coherent research program. A clear mentorship plan is also required.

**This support is intended to help awardees establish and lead an independent research program as principal investigator**. The Department requires that awardees apply for further salary support and operating funds (as principal investigator) from outside agencies such as the FRQ-S, CIHR and other relevant peer-reviewed sources, and that they disseminate their research findings through publications and presentations. Awardees are also strongly encouraged to take on graduate students, and operating funds may be used for this purpose.

The maximum amounts awarded are $75,000 annually in research operating expenses, and $70,000 annually in salary support. Once successful in obtaining external operating support, the total operating funding including Department of Medicine plus external funds will be capped at $100,000/year; for example, if external operating grant support is $50,000/year, the DOM operating funds will be reduced to $50,000/year. Those successful in obtaining external salary support (FRQ-S) will then become eligible for the RAMQ Remuneration Recherche Program, and salary support from the Department will cease.

**Review process**

Applications for CAS Research Awards will be reviewed, scored and ranked by the McGill Department of Medicine Research Review Committee. Funds will be awarded on a competitive basis, based on availability.

Applicants for CAS Research Awards should complete the attached form. Use single spacing, 12-point font and 1-inch margins.

The proposal must then be submitted electronically to the office of the Chair of Medicine c/o [dom.adminassistant@mcgill.ca](mailto:dom.adminassistant@mcgill.ca)

**Deadline for submission for CAS Research Awards is May 1, 2025.**

**NAME OF YOUR RESEARCH PROGRAM:**

**SECTION I - APPLICANT INFORMATION**

**Date:**

**Name: Division:**

**Email:**

**SECTION II - INTRODUCTION**

**Please provide background and rationale for your proposed research activity. (Maximum 500 words)**

**SECTION III - HYPOTHESIS AND STUDY OBJECTIVES**

**State clearly the hypothesis or question(s) you will address. (Maximum 500 words)**

## SECTION IV – METHODS AND FEASIBILITY

**Elaborate on the participant characteristics, recruitment strategy, animal model, main outcomes, measurement methods etc., including sections on data analysis and power/sample size justification (where relevant). Describe your role and that of any collaborators. Provide timelines for major milestones and explain how the proposed work will be feasible with the resources available to you (e.g. potential participants, necessary equipment and infrastructure, research personnel). [Maximum 750 words]**

**SECTION V - ANTICIPATED RESULTS**

**Describe the possible/probable outcome of your proposed research and its significance. (Maximum 200 words)**

## SECTION VI - NEXT STEPS

**Describe how the current research funding will be used to further your research objectives and what the next steps will be to carry it further. Provide detailed plans and timelines for submission to external agencies for independent support. (Maximum 200 words)**

**SECTION VII – MENTORING PLAN**

**Name the senior colleague who will serve as your primary research mentor. List any other members of your mentorship committee/team if applicable. Indicate the rationale for these choices and briefly describe the mentorship plan (e.g. anticipated roles of mentor(s), anticipated content and frequency of meetings, etc). Maximum 250 words.**

**SECTION VIII - BUDGET FOR OPERATING FUNDS (NOT YOUR SALARY)**

**Complete the budget form below. Provide a detailed justification of all anticipated expenditures (max $75,000 per year).**

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| **Expenses** | **Year 1** | **Year 2** | **Year 3** |
| **Salaries and Benefit (Please list)** |  |  |  |
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| **Total Salaries and Benefit** |  |  |  |
| **Professional and Technical Services/Contracts (Please list)** |  |  |  |
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| **Total Professional and Technical Services/Contracts** |  |  |  |
| **Equipment (Please List)** |  |  |  |
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| **Total Equipment** |  |  |  |
| **Materials/Supplies and Other Expenditures (Please List)** |  |  |  |
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| **Total Materials/Supplies and Other Expenditures** |  |  |  |
| **Travel (Please list) (maximum allowable is $5000 per year)** |  |  |  |
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| **Total Travel** |  |  |  |
| **Other Expenses (Please list)** |  |  |  |
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| **Total Other** |  |  |  |
| **Total Expenses** |  |  |  |

## SECTION IX - SALARY SUPPORT REQUIRED

**Describe your proposed time commitment to research both in hours per week and as a percentage of your total work time. List all major clinical, teaching, and administrative commitments. A minimum of 50% research time is required, although more is encouraged, to maximize chances of success at external funding competitions (Maximum 200 words).**

## SECTION X - APPENDICES

**Please attach an updated CV along with a letter of support from your Division Director. The letter should provide detailed information about mentoring, research infrastructure and support (e.g. administrative support with grant applications and publications). It should also clearly spell out the percentage of your time committed to research, and should list your major clinical, teaching, and administrative responsibilities. Any additional financial support from division or Research Institute funds should also be indicated, and will be considered a strength.**