



CATS Mission Projects

Terms of Reference

CATS Commitment to EDI: CATS values equity, diversity, and inclusion in our committee membership, review committees, presentation opportunities, and events; we are committed to the inclusion of diverse perspectives.

Goal of CATS Mission Projects:

- CATS Mission Projects Program will fund up to \$5k per project (for up to 3 projects (\$15k total)) over the next two years for proposals that **promote excellence in patient-centered care, foster innovation, and enhance quality through education, research and advocacy** and consider equity, diversity, inclusion, and accessibility (**EDIA**).

Process:

- Any CATS member in good standing (full, associate or resident) is eligible to submit a project proposal.
- Members are encouraged to work closely with appropriate committee chairs to develop their project proposals.
- Submitters are to indicate the committee the proposal is most closely aligned with.
- A one-page project proposal will be reviewed by CATS Committees (first) and the Executive Committee.
- CATS Mission Project proposals will include the following headings: objective(s), method/evaluation/innovation, EDIA, milestones/timeline, and budget.

January/February	Call for Proposals
March 1	Proposals Due (aligned with Travelling Fellowships)
March 2	Managing Director will send proposals to appropriate committee lead for their review
March Executive Meeting	<ul style="list-style-type: none"> • Appropriate committee leads will present the proposals • Executive Committee will evaluate the proposals – through a short electronic review (post-meeting – late March).
April	<ul style="list-style-type: none"> • The top 3 proposals will be awarded; and awardees will be notified in April. • If there are not 3 fundable proposals, then a second competition will be held the following year.

Evaluation Criteria:

- Funded proposals will:
 - ✓ Promote excellence in patient-centered care
 - ✓ Show innovation
 - ✓ Reflect CATS priorities in any domain, including quality, education, research, or advocacy
 - ✓ Describe how EDIA is considered within the plan

Transparency:

- The titles of funded projects (and the CATS member awarded) will be shared with the CATS membership via the newsletter and at the AGM.
- A short paragraph describing the project outcomes will be shared with the CATS membership via the newsletter and a wrap-up will be presented at the AGM.

Funding:

- Funding will be awarded directly to the CATS member (via electronic fund transfer) upon award (June).
- One award per member.