

KNOWLEDGE TRANSLATION CHALLENGE

Knowledge Translation Challenge

Timeline	Action
October 15, 2021	Deadline: LOI Form
October 26, 2021	LOI review meeting, 9-10:30 am
December 10, 2021	KTC Workshop #1 – Zoom (morning – 9am – 12noon)
January 28, 2022	Worksheets from Workshop #1 due
March 7, 2022	KTC Workshop #2 – Zoom (12:30 to 3:30 pm)
April 29, 2022	Full applications due by 4 pm
May 26, 2022	Review Committee Meeting, 1-4pm
May 2022	Teams informed of KTC results
June 2022	Deadline for revisions as requested by review committee
July 2022	Funding available (ethics must be approved, if required)
September 2022	Workshops take place separately at PHC, VCH and BCC: “Now that you’re funded” and include details about: <ul style="list-style-type: none"> - Budgeting/ARECCI tool/Ethics/Admin/Finance - Project management *Date and time TBD (PHC teams will meet with Aggie; VCH teams with Amanda; BCC teams will meet with Andrea/Maria)
December 31, 2022	Quarterly Report #1
January 2023	6-month follow up evaluation email (with survey link)
March 31, 2023	Quarterly Report #2
June 30, 2023	Quarterly Report #3
September 30, 2023	Quarterly Report #4
December 31, 2023	Quarterly Report #5
March 31, 2024	Quarterly Report #6
June 30, 2024	Final Report
September 2024	KT Challenge Celebration