

KNOWLEDGE TRANSLATION CHALLENGE

Knowledge Translation Challenge

Timeline	Action
October 14, 2022	Deadline: LOI Form
October 26, 2022	LOI review meeting, 9-10:30 am
December 9, 2022	KTC Workshop #1 – Zoom (morning – 9am – 12noon)
January 23, 2023	Worksheets from Workshop #1 due
March 8, 2023	KTC Workshop #2 – Zoom (1:00 to 4:00 pm)
April 28, 2023	Full applications due by 4 pm
May 25, 2023	Review Committee Meeting, 1-4pm
May 2023	Teams informed of KTC results
June 2023	Deadline for revisions as requested by review committee
July 2023	Funding available (ethics must be approved, if required)
September 2023	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, 2023	Quarterly Report #1
January 2024	6-month follow up evaluation email (with survey link)
March 31, 2024	Quarterly Report #2
June 30, 2024	Quarterly Report #3
September 30, 2024	Quarterly Report #4
December 31, 2024	Quarterly Report #5
March 31, 2025	Quarterly Report #6
June 30, 2025	Final Report
September 2025	KT Challenge Celebration