



Knowledge Translation Research Plan Template

INSTRUCTIONS:

This template was designed to assist with the development of KT plans for research purposes. Begin with Box #1 at right and work through to box #14 to address the essential components of the KT planning process. It is recommended that you use this worksheet as a reflective and planning tool from which to write your KT plan for your research.

Project Title:

Investigator:

(1) Identify Your Research Partners	(2) Identify the Degree of Partner Engagement	(3) Identify Type of Research Team KT Expertise
<input type="checkbox"/> researchers / academics <input type="checkbox"/> non-academics <input type="checkbox"/> consumers / public <input type="checkbox"/> patients & their families <input type="checkbox"/> decision-makers <input type="checkbox"/> policy makers <input type="checkbox"/> private sector <input type="checkbox"/> research funding body <input type="checkbox"/> volunteer sector <input type="checkbox"/> government (provincial / federal) <input type="checkbox"/> international partners	<input type="checkbox"/> from idea formulation straight through <input type="checkbox"/> after idea formulation & straight through <input type="checkbox"/> at point of dissemination & project end only <input type="checkbox"/> beyond the project	<input type="checkbox"/> scientist(s) with KT expertise <input type="checkbox"/> consultant with KT expertise <input type="checkbox"/> Knowledge Broker / Specialist <input type="checkbox"/> KT supports within the organization <input type="checkbox"/> KT supports within partner organization

(4) Nature of the Research	(5) Intended Goals of the KT Plan ¹	(6) Research Stage ¹	(7) KT Audience(s) ¹	(8) KT Method(s) ²	(9) KT Type and Process	(10) Evaluation of KT Impact	(11) Role of Research Partner(s) in KT Strategy	(12) Required Resources	(13) Related Budget Items	(14) Estimated Costs
<i>Briefly state the nature of the research endeavor, e.g., the research aims to evaluate two treatment methods for depression in latency age girls.</i> ➤	<i>Identify the KT goal(s) for this project (select all that apply):</i> <input type="checkbox"/> generate awareness <input type="checkbox"/> generate interest <input type="checkbox"/> generate practice change <input type="checkbox"/> generate policy action <input type="checkbox"/> generate public action <input type="checkbox"/> gain knowledge <input type="checkbox"/> inform research <input type="checkbox"/> commercialization <input type="checkbox"/> patent <input type="checkbox"/> Other: (list) ➤	<i>Identify the stages of research during which KT will occur:</i> <input type="checkbox"/> initiation <input type="checkbox"/> conducting <input type="checkbox"/> outcomes	<i>What audiences will you endeavor to reach?</i> <input type="checkbox"/> researchers <input type="checkbox"/> health professionals or service providers <input type="checkbox"/> public <input type="checkbox"/> media <input type="checkbox"/> patients / consumers <input type="checkbox"/> decision-makers <input type="checkbox"/> policy makers <input type="checkbox"/> private sector <input type="checkbox"/> research funders <input type="checkbox"/> industry <input type="checkbox"/> venture capital <input type="checkbox"/> Other: (list) ➤	<i>Identify the KT methods you intend to employ (select all that apply):</i> ☺ Mostly Effective ³ <input type="checkbox"/> interactive small group ☺ <input type="checkbox"/> educational outreach ☺ <input type="checkbox"/> reminders☺ <input type="checkbox"/> IT decision support ☺ <input type="checkbox"/> use of computers in practice ☺ <input type="checkbox"/> multi-professional collaboration ☺ <input type="checkbox"/> mass media campaign ☺ <input type="checkbox"/> financial intervention/incentive ☺ <input type="checkbox"/> combined interventions ☺ ☹ Mixed Effects ³ <input type="checkbox"/> conferences / courses ☹ <input type="checkbox"/> opinion leaders / champions ☹ <input type="checkbox"/> educational materials ☹ <input type="checkbox"/> patient-mediated intervention ☹ <input type="checkbox"/> performance feedback ☹ <input type="checkbox"/> educational strategies ☹ <input type="checkbox"/> substitution of tasks ☹ ☹ Limited Effects ³ <input type="checkbox"/> total quality management /continuous quality improvement ☹ Unknown Effects ² <input type="checkbox"/> press release <input type="checkbox"/> patent license <input type="checkbox"/> social marketing <input type="checkbox"/> arts based KT <input type="checkbox"/> web 2.0 (wikis, blogs, podcasts) <input type="checkbox"/> networks/networking <input type="checkbox"/> communities of practice	<i>What type of KT is involved?</i> <input type="checkbox"/> Integrated KT ⁴ – an approach characterized by researchers and research users working together to shape the research process-starting with collaboration on setting the research questions, deciding the methodology, being involved in data collection and tools development, interpreting the findings and helping disseminate the research results. <input type="checkbox"/> End of grant KT ⁴ - typical dissemination and communication activities undertaken by most researchers <input type="checkbox"/> Both <i>Comment on the specific of your KT procedures:</i> ➤	<i>Describe how you will evaluate the impact of KT strategies; related to box 5 – KT Goals:</i> ➤	<i>Describe the role research partner(s) will have in developing, implementing or evaluating the KT strategy:</i> ➤	<i>Identify resource required for the KT plan:</i> <input type="checkbox"/> Human <input type="checkbox"/> Financial <input type="checkbox"/> IT <input type="checkbox"/> Web <input type="checkbox"/> Leadership <input type="checkbox"/> Management <input type="checkbox"/> Worker <input type="checkbox"/> Board <input type="checkbox"/> Volunteer <input type="checkbox"/> Other: (list) ➤	<i>Identify budget items related to the KT plan:</i> <input type="checkbox"/> Knowledge Broker <input type="checkbox"/> KT specialist <input type="checkbox"/> Plain text writer <input type="checkbox"/> Web site development <input type="checkbox"/> Web site maintenance <input type="checkbox"/> Mailing <input type="checkbox"/> Graphics <input type="checkbox"/> Production / printing <input type="checkbox"/> Workshop venue(s) <input type="checkbox"/> Workshop misc. <input type="checkbox"/> Travel: conferences <input type="checkbox"/> Travel: discuss/ train <input type="checkbox"/> Accommodation <input type="checkbox"/> Public relations <input type="checkbox"/> Media Release <input type="checkbox"/> Networking <input type="checkbox"/> Web 2.0 (blogs, podcasts, wikis) <input type="checkbox"/> Other: (list) ➤	<i>Indicate if a separate KT grant will be sought; when, and from which funding source</i> ➤ <i>List estimated costs for items listed in box #13:</i> ➤

¹ Ross S, (Health Policy Strategies and McMaster University), Goering P., Jacobson N., Butterill D., (Health Systems Research and Consulting Unit, CAMH) "A Guide for Assessing Health Research Knowledge Translation Plans (KT) Plans: Towards More Effective Peer Review of Knowledge Translation Plans in Grant Proposals" Developed as part of a research study led by Paula Goering and funded by the Canadian Health Services Research Foundation, Canadian Institutes for Health, National Institute for Health Service Research Delivery and Organization (SDO) Research and Development Programme and the Netherlands Organization for Health Research and Development.

² Effectiveness as determined in meta review of systematic reviews. KT strategies with unknown effects may have positive results in single studies.

³ Grol R & Grimshaw J 2003 From best evidence to best practice: Effective implementation of change in patients' care. The Lancet, 362(9391): 1225. /⁴ CIHR <http://www.cihr.ca/e/29418.html>