

VCH Research Challenge Frequently Asked Questions

- **What is the time commitment expected of staff members in the first stages of preparing for the Research Challenge?**

There will be time spent to write the Letter of Intent (LOI, or short application form) and conduct the literature review. For teams whose LOIs are accepted, there will be time required to attend the Research Methods workshop (four hours long, offered at three locations). This time will need to be negotiated between staff applying for the Research Challenge and their manager.

- **What will the Research Challenge funding cover and what will it not cover?**

The Research Challenge funding is not available until early March, 2013, and will be available only to those teams who “win” the Challenge and are funded to conduct their research project. Eligible expenses include: staff time to work on the project; salaries for research assistants and focus group leaders; transcription costs; consultant fees for data analysis; purchase of small equipment (less than \$100 usually); office supplies; software licenses; survey licenses.

Teams must include a detailed budget when they write their full proposal for funding (due Feb 22, 2013). Details about budget development will be made available to teams at the January Research Methods workshops.

- **Will the VCH Research Challenge be evaluated?**

Yes! There is an evaluation, which will consist of on-line surveys of all participants at three different times.

- **What are the expectations of teams with regard to sharing their findings?**

The proposal template includes a section on Knowledge Translation (KT), and proposals are partially evaluated on the quality of the KT plan. Teams will be provided with materials to assist them in developing an effective KT plan. Each team will also be asked to write a brief report to the Research Challenge Advisory Committee on their outcomes.