

KNOWLEDGE TRANSLATION CHALLENGE

KT Challenge Roadmap (Participants)

Timeline	Action
September 8, 2025	KT Challenge 2026 Announced – Call for Letters of Intent (LOI) open
October 17, 2025	Deadline: LOI Form due by 4:00PM
November 10 – 28, 2025	Meeting with organization KTC Lead to review project idea and expectations for participation *Note: 30-minute meeting with team members and manager
December 4, 2025	KTC Workshop #1 – Teams (9:00AM – 11:00AM)
January 9, 2026	Worksheets from Workshop #1 due
January 29, 2026	KTC Workshop #2 – Teams (9:00AM – 11:00AM)
February 13, 2026	Worksheets from Workshop #2 due
February 26, 2026	KTC Workshop #3 – Teams (9:00AM – 11:00AM)
March 13, 2026	Worksheets from Workshop #3 due
March 2026	Optional: Office hours Schedule TBD: 5 x 1-hour office hours with KT Consultant
April 10, 2026	Deadline: Full applications due by 4:00PM
May 2026	Teams informed of KTC application results
June 2026	Deadline for revisions as requested by review committee
July 2026	Funding available (ethics must be approved, if required)
September 2026	Meetings/workshops take place separately at each site and include details about budgeting, ethics (ARECCI tool), admin, and project management. *Date and time TBD, teams will meet with organization KTC Lead
December 31, 2026	Quarterly Report #1 due
January/February 2027	6-month follow-up evaluation (email will be sent with survey link)
March 31, 2027	Quarterly Report #2 due
June 30, 2027	Quarterly Report #3 due
September 30, 2027	Quarterly Report #4 due
December 31, 2027	Quarterly Report #5 due
March 31, 2028	Quarterly Report #6 due
June 30, 2028	Final Report due
October 2028	Celebrating KT event