

KNOWLEDGE TRANSLATION CHALLENGE

2027 Knowledge Translation (KT) Challenge

MENTOR GUIDELINES

What is the KT Challenge?

We are seeking mentors for teams participating in the 2027 KT Challenge.

The KT Challenge is designed to support teams of Fraser Health, Providence Health Care (PHC), and Vancouver Coastal Health (VCH) clinicians (nursing, allied health, and medical staff) who may not have much KT experience but are responsible for moving evidence into practice.

The KT Challenge provides participants with KT training, resources, and mentorship. Activities include forming a team, attending three KT skills-building workshops, being paired with a mentor, and writing a proposal for a KT implementation plan to be considered for funding. Each funded team is awarded up to \$5000 and has approximately two years to conduct their project, with support from their mentor.

What's in it for you?

In addition to the satisfaction of working with a team of point-of-care practitioners and contributing to improved patient care in British Columbia by helping them implement evidence-informed practice change(s), there are many professional benefits.

- You will have valuable networking opportunities that may open the door for future health research and KT collaborations within Fraser Health, PHC, and VCH.
- You will contribute to your colleagues' (and your own) professional development.
- You will be able to guide teams towards presenting their completed projects at conferences and perhaps publishing findings/results in peer-reviewed publications.
- You may be able to submit and present the project to your own professional forums.

What are the roles and responsibilities of the mentor?

Proposal development

- Act as a resource to your team members throughout the project.
- Work with your team to refine their idea of the practice change.
- We recommend that teams meet with their mentor to develop their funding proposal, develop an appropriate timeline, and ensure their proposal is ready for submission. We recommend meeting once every two weeks between November and the February 26, 2027 proposal application due date. Note: The team leader, not the mentor, is responsible for organizing these meetings.
- (Optional) If available, attend the virtual KT skills-building workshops on November 17, 2026, December 15, 2026, and January 12, 2027. Teams are given time during the workshops to apply concepts to their proposal development.
- Write a paragraph regarding your involvement in the development of the proposal, as well as your anticipated involvement in the project (if funded). This will be included in the proposal for funding.

If proposed project is funded

- Continue to meet with your team to conduct all phases of the KT project, including evaluation, writing the final report, and participating in the Celebrating KT event. We recommend teams schedule monthly meetings with their mentor from the time funding is announced to sustain momentum (over the two years of the implementation phase).
- Participate in the evaluation of the KT Challenge program by completing mentor surveys.

How should I work together with a team?

- The mentor should negotiate with the team leader/team how they will work together, for example:
 - a. What type of meetings (e.g., virtual, face-to-face, telephone), how often, and for what purpose.
 - b. Mode of giving feedback on documents (usually by email) – what turn-around time is appropriate; expectations regarding responding to comments.
 - c. Extent of mentor's involvement in problem-solving - changes in team personnel; conflict with other commitments; ethics submissions (only if required); navigating institutional policies; leadership commitment. No single solution is likely to exist – negotiate a process with the team leader if/how the mentor could be helpful to problem-solving and coaching.

What is NOT expected of the mentor:

- To lead the project – it is the team leader's responsibility to coordinate the work of the team, including:
 - Identifying team members;
 - Developing initial and final drafts of the funding proposal;
 - Calling and conducting team meetings;
 - Collaborating with the team to conduct the KT project;
 - Drafting the final report.
- To be responsible or accountable for the quality of the KT project – the mentor should provide advice that will contribute to the quality of the work, but the work belongs to the team.

Time Commitment:

- While there is no defined time commitment, as noted above, we recommend that teams meet with their mentor regularly every two weeks during the proposal development phase and monthly during the execution phase.

Note that the following organizational KT Challenge leads will be available to the mentors (and teams), should you have questions or concerns during this process.

- Fraser Health: Titilola Yakubu, research.grants@fraserhealth.ca
- PHC: Riley Louie, researchtraining@phc.ca
- VCH: Krista Glowacki, education.award@vch.ca