



**How much award money is available for teams who “win” the Challenge?** Winning teams will receive up to \$5,000 each in research award funding. Additional funding will be available for knowledge translation activities.

**I want to be involved, but don’t know much about research – can I still participate?** The Research Challenge is perfect for you! We’ve designed the Challenge to teach beginners the basics of research.

**Who can apply to participate in the Challenge?** The Research Challenge is designed to support point-of-care staff who do not have research experience; therefore each team must include **at least one point-of-care staff member** (DC-1 level for nursing, Grade 1 or 2 for allied health staff). There must be a **minimum of two people per team**. Teams can be inter-professional. All **team leaders must be 0.5 FTE or greater** at PHC for at least 1 year (full-time, part-time, or casual). Teams **must include Patient Family Partner(s)** (PFPs). PFPs are community members with lived experience in the healthcare system who want to help improve healthcare.

**What will be expected of participants?** Applicants will find team members and complete the Letter of Intent (LOI). Teams with accepted LOIs are expected to conduct a literature review. **All team members must attend a series of workshops** (listed on following page). Please note – some workshops require prep work prior to attendance.

Teams will then develop their research proposal (with support from their mentor) and submit it by **June 16, 2025**. Proposal presentations will be held in **June 2025** (TBD). Projects will be adjudicated and those selected will be supported with funds to conduct their research project over an 18-month period. Team leaders and members will be required to complete a series of on-line surveys at various points in time.

Work time spent on the project will need to be negotiated between staff applying for the Research Challenge and their manager(s).

**How many Research Challenges teams can I be on?** You can be on as many teams as you like but team leaders can only lead one team.

**How do I find a mentor for my team?** Feel free to approach a potential mentor for your team, or contact Michelle/Wilma for help in finding a mentor.

**How do I find a Patient Family Partner for my team?** Feel free to approach a potential Patient Family Partner, or we will support you in finding one. Go to <https://patientvoicesbc.ca/> to learn more about patient engagement, or contact PHC’s Patient & Family Centred Care Team at [pfcc@providencehealth.bc.ca](mailto:pfcc@providencehealth.bc.ca).

**What will the Research Challenge funding cover and what will it not cover?** Research Challenge funds are available for use after the ethics application has been approved. Eligible expenses include: staff time to work on the project (with limitations); honouraria for PFPs who advise your team; salaries for research assistants and focus group leaders; transcription costs; consultant fees for data analysis; purchase of small equipment (less than \$200 usually); office supplies; software licenses, and survey licenses. **All expenses must adhere to PHC’s financial guidelines.**

Teams must include a detailed budget when they write their full proposal for funding. Details about budget development will be made available to teams at the Research Methods workshops.

**What is the expectation of funded teams with regard to sharing their findings?** Project proposals should include 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.

At the end of their project, **funded teams will submit a brief written report to the Research Challenge Advisory Committee on their final outcomes, and will have an opportunity to present at one of the CREST annual conferences.**

**Who makes funding decisions?** Each LOI and full proposal is reviewed by a panel that includes scientific reviewers and trained Patient Family Partner reviewers. Approximately 8 teams will be funded to carry out their research project.

# Research Challenge Process

