

Knowledge Mobilization Fund

The purpose of the Knowledge Mobilization Fund is to support the development of meaningful knowledge mobilization outputs that are useful to and usable by a patient-oriented project's [knowledge users](#). This fund is meant to support costs associated with disseminating important project information to relevant knowledge user groups. For more information about knowledge mobilization, including examples, please see ***What is Knowledge Mobilization?*** on Page 11 of this package.

This fund will remain open to applications until funds are depleted. The value of this award will be up to \$2,500. Applicants should intend to use the funds within one year.

We highly encourage the evaluation of patient/public engagement in all work funded by NL SUPPORT. Please review [Learning Together: Evaluation Framework for Patient and Public Engagement \(PPE\) in research](#) for information about indicators to consider when evaluating patient/public engagement. Following completion of the work, we will ask members of the team to report on knowledge user engagement and overall impact.

Eligibility

Eligible Applicants

The Principal Applicant is the person who will take primary responsibility for the activities for which this funding will be used and will assume administrative responsibility for the funds.

It is recommended that at least one Principal Applicant / Co-Applicant:

- Be employed by a post-secondary academic institution or by a health or community services institution/organization in Newfoundland and Labrador and have dedicated time for research/evaluation
- Have a Ph.D. or a professional degree and a thesis-based Master's degree in a health-related field

Project team members employed at institutions elsewhere in Canada may apply as Principal or Co-Applicants, provided that the knowledge mobilization activities (outputs) have a focus on Newfoundland and Labrador and their submission includes local applicants.

Graduate students wishing to avail of this fund to mobilize learnings resulting from their thesis work should collaborate with their supervisors to complete the application. In this case, the supervisor should be listed as the Principal Applicant.

Students, trainees, patient/public partners, or anyone else who is applying for funding but is not eligible to hold funding themselves must nominate a Co-Applicant who is [eligible to hold funding at an eligible institution](#). If you are unsure of your eligibility, please contact our team at funding@nlsupport.ca.

Eligible Projects

Projects for which the knowledge translation activity or product is being designed should have engaged [people with relevant lived/living experience](#) and [knowledge users](#) in their design and align with the goals of the [Strategy for Patient-Oriented Research](#) (SPOR). People from these groups should also be engaged in designing the knowledge translation plans and products for which this fund will be used.

Eligible use of Funds (at a glance)

Award funds are not intended to supplement the salary of a Principal Applicant or Co-Applicant.

Applicants seeking to support the cost of publication must provide evidence that they have applied to other sources of publication cost support prior to applying (for example, library or departmental publication funds such as those offered by the [Faculty of Medicine](#)). Please note that Memorial University Libraries' license agreements often include article processing charge waivers or discounts. For a full list of applicable journals, please visit: <https://search.scifree.se/mun>.

Selection Criteria

Applications for the Knowledge Mobilization Fund will be judged according to the following selection criteria by a committee comprised of NL SUPPORT/Quality of Care NL staff and patient/public partners:

- Evidence that the plans align with the goals of the [Strategy for Patient-Oriented Research](#) (SPOR), SPOR [Patient Engagement](#) Guiding Principles, and the Canadian Institutes of Health Research's (CIHR's) [Knowledge Mobilization](#) mandate
- Thoughtful reflection on the lived/living experiences relevant to the knowledge mobilization plans
 - The plans should demonstrate an understanding of [trauma-informed engagement](#), [integrated knowledge translation](#), and avoiding [tokenism](#)
- Expertise, research experience, and past contributions to patient-oriented research and/or related fields
- Merit of the proposal, based on:
 - Potential for impact and implementation of knowledge mobilized by the proposed plans
 - Must demonstrate that the ways in which knowledge is mobilized are useful to and usable by the knowledge user groups relevant to the project topic
 - Meaningful engagement of relevant [knowledge user](#) and [lived/living experience groups](#) in the development of the plans, products, and/or outputs
 - *see the Centre of Excellence on Partnership with Patients and the Public's [Learning Together: Evaluation framework for Patient and Public Engagement in research](#) for information about "meaningful engagement"*
 - Quality and clarity of rationale
 - Originality
 - Potential contribution to growing the culture of patient-oriented research in Newfoundland and Labrador
 - Potential impact of successful mobilization on health/social research or related fields
 - Relevance to health-related decision-making
 - Potential for systems improvement or positive patient/public impacts
 - Value to the health/social care system

- Considerations for Inclusion, Diversity, and Equity and Sex and Gender-Based Analysis Plus (IDE/SGBA+). For more information about IDE/SGBA+ in research, please visit our [Inclusion, Diversity, Equity, and Accessibility \(IDEA\) toolkit](#) and CIHR's [Equity, Diversity and Inclusion in the Research System](#) and [Gender-Based Analysis Plus \(GBA+\)](#)
- Clarity of presentation and appropriateness of plans
- Feasibility of the proposed work
- Appropriateness and justification of the budget

Decisions will be made by a majority vote and will be communicated to applicants via email.

How to Apply

Please submit your application package in an electronic format (PDF, Microsoft Word) to Georgia Skardasi (funding@nlsupport.ca).

We will send an email acknowledging receipt of your complete application within five business days of submission. If you do not receive this email, please contact Shanna Goobie (sgoobie@mun.ca).

Please use the subject title: **Knowledge Mobilization Fund application – Name of Principal Applicant, date submitted.**

Please Note:

- Applicants will be informed via email whether their application was successful or not
- Award funds will be released only upon the receipt of a **letter of approval from the appropriate ethics review committee, when ethics approval is necessary. If your project involves and/or impacts Indigenous groups, peoples and/or lands, award funds will not be released until proof of community approval is submitted.** Please consult [Memorial's Policy on Research Involving Indigenous Groups](#) for more information. If you are unsure of what approvals you require, please reach out to our team at funding@nlsupport.ca.
- Once an application has been funded, changes in the proposed use of funds will require prior approval from NL SUPPORT/Quality of Care NL
- Funding will be issued by way of Letter of Agreement issued to the Host Institution
- Project teams can only hold one Knowledge Mobilization Fund from NL SUPPORT at a time

For further information or clarification on the application guidelines, please contact our team at funding@nlsupport.ca.

Application Package Checklist		
	Section	Information on page(s):
☐	Part 1: Project Team	4
☐	Part 2: Proposal	4-6
☐	Part 3: Budget	6
☐	Part 4: Ethics/Indigenous Research Agreement	7
☐	Part 5: Host Institution Signatures	8
☐	Self-Identification Questionnaire	13

Part 1: Project Team

Principal Applicant	The Principal Applicant is the person leading and ultimately responsible for the activities/outputs supported by this fund. Please include the Principal Applicant's job title and email address. Please refer to the <i>Eligibility</i> section on Pages 1 and 2 for more information.
Project Team	Please list the names, job titles (where relevant), and roles of any additional members of the project team. It is expected that projects will be conducted by multi-disciplinary teams in collaboration with relevant knowledge users. Roles may include (but are not limited to): • Co-Applicant (please include email address) • Collaborator (please indicate the areas that they will be collaborating on) • Knowledge user (please indicate the lived/work experience that they bring to the team) • Patient/Public Partner/person with relevant lived/living experience • Research/evaluation assistant • Other roles as appropriate

Part 2: Proposal

Applicants must provide a **plain language proposal (2 pages maximum)**, letter size, single-spaced, Arial, 12-point font, 1-inch margins). **Please make sure that a member of the public can read and understand this proposal.** For information about how to write in plain language, please contact our team at funding@nlsupport.ca. The proposal should include the following sections:

Title	Please include a descriptive title for the proposed activity(ies). For applications supporting Graduate Student thesis knowledge mobilization, please indicate the thesis project title. Please indicate whether the activities/outputs supported by this fund are resulting from a research (the intent is generalizable knowledge) or evaluation (evaluates an existing or emerging program for assessment, management, or improvement purposes) project.
--------------	--

Project Summary	Please provide a brief summary of the earlier stages of the project and their outcomes, which will be mobilized using this fund. This summary should include: a) The original project question(s) and the methods used to answer them b) A description of how you have engaged people with lived/living experience as partners in your project c) The project alignment with the goals of the Strategy for Patient-Oriented Research (SPOR) d) The project alignment with NL SUPPORT, Quality of Care NL or Health Accord NL priorities. For more information about ways to engage people with lived/living experience and knowledge users in health projects, please see the: BC SPOR SUPPORT Unit Patient Partner Road Map; and SickKids Knowledge Translation Planning Template
Knowledge Users	The goals of this fund are to support the mobilization of project knowledge to the people who need it to take appropriate action in ways that are usable and useful to them. Please describe the knowledge user groups that will be the focus of the proposed work (the recipients of the knowledge). This description should include how and why the groups outlined were chosen as well as how the applicants plan to reach people from these groups with their messages. Applicants should demonstrate an understanding and use of integrated knowledge translation methods in the development of their knowledge mobilization plans. The description of these plans should also demonstrate an understanding of the importance of trauma-informed engagement, integrated knowledge translation, and avoiding tokenism. Include considerations for Inclusion, Diversity and Equity and Sex and Gender-Based Analysis Plus (IDE/SGBA+). For example, how will you remove barriers to the recruitment and full participation of individuals from equity deserving groups in your research project? For more information about IDE in research, please visit our Inclusion, Diversity, Equity, and Accessibility (IDEA) toolkit and CIHR's Equity, Diversity and Inclusion in the Research System and Gender-Based Analysis Plus (GBA+). For research involving Indigenous communities, please refer to TCPS 2, Chapter 9 and the Memorial University Research Involving Indigenous Groups Policy.
Proposed Knowledge Mobilization Activities/Outputs	Please provide an outline of the proposed knowledge mobilization. This should include descriptions of the following: a) Aim of the proposed knowledge mobilization plans, outputs, and/or products b) Rationale behind the proposed knowledge mobilization

	c) Expected outcomes and impacts of the proposed knowledge mobilization d) The project team involved in planning, conducting, and following up on the knowledge mobilization, including their roles and how and why they will be involved/engaged
Timeline	Briefly describe your timeline or include a basic timeline table. Funds from this award are meant to be spent within one year. This fund should not be applied for to support plans, outputs, and/or activities planned to take place more than one year past the application date.

Part 3: Budget

Budget Justification	Include a budget justification that outlines how the requested funds will be spent, as well as any other funding or in-kind support provided to enable the proposed work. See the Eligible Costs on Page 9 for more information. See Budget Example on Page 10 and the SickKids Knowledge Translation Planning Template for budget considerations specific to knowledge translation.
-----------------------------	--

Part 4: Ethics/Indigenous Research Agreement

Applicants must provide confirmation that any required research clearance(s) are in place, or a timeline for submission to the appropriate committee for review. **Funding will not be released until applicable documentation has been received by NL SUPPORT.** For more information about what clearances might be required, please refer to the following resources:

- <https://rpresources.mun.ca/>
- <https://hrea.ca/how-to-apply/ethics-review-required/>
- https://ethics.gc.ca/eng/policy-politique_tcps2-eptc2_2022.html

For information about the Research Involving Indigenous Groups Policy at Memorial University please click [here](#). A link to the Indigenous Research Agreement template can be found [here](#). Please note that some local Indigenous governments have research/evaluation approval processes of their own. You must obtain all necessary agreements as outlined by each relevant Indigenous government prior to the release of funds.

If you are unsure whether you need ethics clearances and/or have questions about Indigenous Research Agreements, please contact our team at funding@nlsupport.ca to discuss.

Please complete the following statements:

Ethics Clearances required?

- ☐ Yes
☐ No

Ethics Clearances attached?

- ☐ Yes
☐ To follow (please specify date) _____
☐ N/A

Indigenous Research Agreement / Evidence of Community Engagement (must be in place at the application stage)

- ☐ Required
☐ N/A

Part 5: Host Institution Signatures

Institutions that employ holders of the Knowledge Mobilization Fund are called **host institutions**. Signatures are required from host institution representatives on all grant applications.

By signing, host institutions agree to accept the responsibilities outlined below on behalf of their grant-holding employees:

- Acceptance of the terms and conditions as outlined in Post Awards Management Guide and Letter of Agreement
- The financial administration of the grants
- Reporting to NL SUPPORT any change in the funding recipient's status that may affect the fulfillment of their research commitment, for example resignation or termination
- Submission of an annual financial statement (Form 300) – a copy of which will be included in the Letter of Agreement – with backup documentation (receipts, etc.) covering the period from April 1 to March 31 for funding; the statement(s) are due no later than **May 1** of each year

(Host Institution name – include department/faculty where relevant)

(Host Institution representative name – printed)

(Signature of Host Institution representative)

(Date)

Eligible Costs

The funds are to be used for eligible expenses directly related to the project and in accordance with the Tri-Agency Financial Administration Guide (<https://nserc-crsng.canada.ca/en/funding/research-partnerships-and-collaborations/inter-agency/tri-agency-financial-administration-0>).

For any inquiries about eligible costs, please contact our team at funding@nlsupport.ca.

Please also review the NL SUPPORT [Patient/Public Partner Appreciation Guidelines](#) for information about paying and/or acknowledging the contributions of patient/public partners.

Awardee Reporting Requirements

The successful awardees will be required to:

- Provide a mid-term update
- Provide an end of study report
- Present their research findings at the Quality of Care NL and NL SUPPORT **Science, Health, and Research Education (SHARE) Summit** and/or other public events or through other NL SUPPORT/Quality of Care NL knowledge mobilization products such as [Practice Points](#)
- Disclose any publications/knowledge translation products related to the funded project to NL SUPPORT/Quality of Care NL
- Acknowledge this funding opportunity in knowledge translation products arising from the project
- Submit an annual financial statement (Form 300)

Role of NL SUPPORT

The NL SUPPORT team will provide support to applicants and awardees in the areas of patient/public engagement, knowledge mobilization, and methods development, as needed. NL SUPPORT strongly encourages all successful applicants to meet with the Unit's Patient/Public Engagement and Knowledge Translation leads throughout the duration of their project for support and guidance. Please contact Georgia Skardasi (gs0667@mun.ca) to set up a project support meeting.

Use and Disclosure

All information requested by the Newfoundland and Labrador Support for People and Patient-Oriented Research and Trials Unit (NL SUPPORT) is collected under the general authority of the Memorial University Act (RSNL 1990 Chapter M-7) and will be used solely for the administration and management of the awards program. Questions about this collection and use of personal information may be directed to our team at funding@nlsupport.ca.

By submitting this application to NL SUPPORT, you are certifying that all statements included in it and in all its attachments are accurate to the best of your knowledge.

Budget Example

Category	Knowledge Mobilization Fund Amount	Amount from Other Sources
Venue rental (full day)	\$300	
Catering (lunch & snacks for 20 people)	\$20/person = \$400	
Partner honoraria (~3 hours for event planning)	\$300/person for 2 lived experience partners on planning team = \$600	
Token of appreciation for participants (TBD)	\$50/person for 20 participants planned = \$1000	
Funds to support travel to meeting (taxi fare for in-town participants)	\$200	
Research Assistant time planning & determining next steps		Graduate student to be paid from Supervisor's funding according to Memorial University rates (\$27.10/hour for 160 hours [20 hours/week for 8 weeks] = 4,336
Principal Applicant time planning & determining next steps		In-kind
Totals	\$2,500	\$4,336
Total Cost	\$6,836	

Please see the [SickKids Knowledge Translation Planning Template](#) for budget considerations specific to knowledge translation.

What is Knowledge Mobilization?

Knowledge Mobilization (KMb) is an umbrella term encompassing all the ways in which knowledge is created, shared, and used in order to create impact. [Research Impact Canada](#) defines it as “*all the things that we do to get knowledge into the hands of the right people to create solutions to society’s most pressing problems. It helps us take the best of what we know and make it useful to the people in our communities who will be able to put it to use.*” Simply put, KMb is about **getting the right information to the right people in a way that they can understand it, use it, and turn it into action.**

KMb can take many forms and involve different types of activities depending on its goal and audience. [Research Impact Canada](#) categorizes KMb activities in three broad groups:

- 1) **Products:** ways to share or disseminate information quickly (e.g., reports, fact sheets, press-releases, toolkits, websites, newsletters, policy briefs, journal articles, blog posts, videos, podcasts, infographics, exhibits, etc.).
- 2) **Events:** occasions that bring people together and help them share knowledge and interact with each other in way that may lead to knowledge “co-creation” (e.g., conferences, forums, debates, panels, workshops, media events, etc.).
- 3) **Networks:** ways to connect people and help them exchange information, resources, best practices, and more, allowing them to build on existing knowledge (e.g., communities of practice, online forums, list-servs, social media platforms, etc.).

How does KMb look in practice? Examples of activities:

[CHILD-BRIGHT Network POR Toolkit — CHILD-BRIGHT Network](#) : The CHILD-BRIGHT Network Patient-Oriented Research (POR) Toolkit is an online interactive resource that shows child health researchers how to meaningfully engage partners with lived and living experience (PWLLEs) throughout the research cycle. The toolkit uses road signs to walk users through the different stages of POR.

["What is Patient Engagement Health Research?" A KnowledgeNudge blog post](#): The first of an eight-part educational blog series introducing the fundamentals of public and patient engagement. This series was created by Carolyn Shimmin and published on **KnowledgeNudge** by the Centre for Healthcare Innovation (CHI) at the University of Manitoba, where she serves as the Patient and Public Engagement Lead.

[Living with Long COVID — A Museum Exhibit](#): An exhibition based on a community-based, participatory arts approach that shines a light on the lived experiences of people dealing with the long-term effects of COVID-19. This project was born from the desire of people living with long COVID to share their stories and raise awareness on their daily realities. “Living with Long COVID” is a collaboration between The Museum of Vancouver (MOV), Simon Fraser University’s (SFU) Faculty of Health Sciences, and The Post-COVID-19 Interdisciplinary Clinical Care Network (PC-ICCN).

[The Film "Low"](#) and [The Film "Low Priority"](#): “Low” and its sequel “Low Priority” are short narrative films about the major challenges faced by people with diabetes who experience homelessness. Both films are informed by the research and lived experiences of the Calgary Diabetes Advocacy Committee

(CDAC), a community-based participatory research group committed to improving the experiences and outcomes of their peers.

[The Instagram Page of The Cahill Research Lab](#): The Cahill Research Lab, based in the Department of Chemistry at Memorial University, uses this Instagram account to share their research findings on the effects of pollutants and plastics on pregnancy, provide updates on ongoing research initiatives, and promote upcoming knowledge translation events.

[Infographics - Quality of Care NL](#): Quality of Care NL uses infographics to simplify articles originally published in Practice Points (a publication outlining the research and evaluation work of Quality of Care NL and NL SUPPORT) and present complex data in a more digestible, interesting and visually appealing format.

[Infographic - Mom and Baby: Sleep and Mood Study](#): This infographic summarizes findings from the publication: Ou, C. H., Hall, W. A., Rodney, P., & Stremler, R. (2022). Correlates of Canadian mothers' anger during the postpartum period: a cross-sectional survey. BMC Pregnancy and Childbirth, 22(1), 1-12.

[The Play "The Cut of It"](#): This play by Meghan Greeley is based on research led by Dr. Kathleen Sitter, a University of Calgary associate professor, and adjunct professor in Memorial University's Faculty of Medicine. "The Cut of It" shares the stories of people with lived experience of breast cancer in Newfoundland and Labrador.

[Healthy Discussions - Quality of Care NL](#): Healthy Discussions is a webinar series offered by Quality of Care NL where healthcare professionals, researchers, people with lived and living experience, and the public, have quality conversations about health, health care and social systems in Newfoundland and Labrador.

[This Podcast Will Kill You](#): This podcast is hosted by Erin Allmann Updyke, MD, PhD, MPH, an epidemiologist, disease ecologist, and family medicine physician, and Erin Welsh, PhD, a disease ecologist and epidemiologist. Since launching the podcast, the hosts have released more than 200 episodes covering chronic and infectious diseases, epidemiology, and other topics related to public and overall health.

[SHARE Summit - Quality of Care NL](#): An annual showcase for applied health research in Newfoundland and Labrador that highlights how that research is improving the lives of patients in our province. Sessions cover the latest work and updates from NL SUPPORT and Quality of Care NL.

[Patient and Public Advisory Council \(PPAC\) - NL SUPPORT](#): This Council is comprised of - and led by - a group of patients/public advisors/partners. The members of the PPAC provide advice and guidance on the work of NL SUPPORT and Quality of Care NL in identifying patient-oriented research priorities, engaging patients in research projects, and planning public outreach activities.

<https://www.graphicmedicine.org/why-graphic-medicine/>: A website dedicated to "Graphic Medicine", an interdisciplinary field of study and practice that explores the intersection of the comics medium and healthcare. For notable examples of graphic medicine, this is the shortlist and winners of the Graphic Medicine International Collective (GMIC): [2025 Award shortlists and winners](#).

Self-Identification Questionnaire

All applicants are asked to complete our Self-Identification Questionnaire, accessible via the following link: [Qualtrics Survey | Qualtrics Experience Management](#).

The information collected in this questionnaire will not be shared with the selection committee, nor will it be used in the evaluation of this application. We are collecting this information as part of the NL SUPPORT Inclusion, Diversity, Equity, and Accessibility plan to better understand the composition of the research/evaluation teams we are supporting.