



Michael Smith
**Health
Research BC**

2024 Convening & Collaborating (C²) Program

Evaluation Criteria

DEADLINES

Full application: May 13, 2024, 4:30 p.m. PT

Quality of Proposed Work	Weighting – 50%
<p>Assessment Criteria The following criteria are used when assessing the applicant’s proposed convening and collaborating activities:</p> <ul style="list-style-type: none"> • The purpose and objectives of the convening and collaborating activities are described and align with the objectives of this funding opportunity. • The convening and collaborating activities are appropriate for the purpose of the work and for the participants involved. • The work plan is reasonable, and feasible within the proposed timeline. • The budget is appropriate for the convening and collaborating activities, with justification for the amounts requested. • The expected outputs and/or outcomes of the convening and collaborating activities are described, including how they could potentially impact health research, the health system and/or the health of British Columbians. 	
Assessment Descriptor	Score
<p>Outstanding</p> <ul style="list-style-type: none"> • The purpose and objectives of the convening and collaborating activities are clearly described, and align perfectly with the objectives of this funding opportunity. • The convening and collaborating activities are appropriate for the purpose of the work and for the participants involved. • The work plan is well-crafted, with highly achievable milestones identified within the timeline. • The budget is well-organized, provides sufficient detail, and is appropriate for the convening and collaborating activities, with adequate justification provided for expenses. • The expected outputs and/or outcomes of the convening and collaborating activities are well described, including the potential impacts on health research, the health system and/or the health of British Columbians. 	<p>4.5 – 4.9 may be funded</p>
<p>Excellent</p> <ul style="list-style-type: none"> • The purpose and objectives of the proposed convening and collaborating activities are described, and align well with the objectives of this funding opportunity. • The convening and collaborating activities are appropriate for the purpose of the work and for the participants involved. • The work plan is clearly articulated and includes clearly stated milestones that are feasible within the timeline. • The budget is well-organized, adequately detailed, and appropriate for the proposed convening and collaborating activities, with adequate justification provided for expenses. • The expected outputs and/or outcomes of the convening and collaborating activities are described, including potential impacts on health research, the health system and/or the health of British Columbians. 	<p>4.0 – 4.4 may be funded</p>

<p>Very Good</p> <ul style="list-style-type: none"> • The purpose and objectives of the convening and collaborating activities are described with only a few minor omissions, and mostly align with the objectives of this funding opportunity. • The convening and collaborating activities are suitable for the purpose of the work and the participants involved; however, there may be some minor issues with fit or some details missing in the description. • The work plan is adequately descriptive, with only a few minor details omitted, and includes milestones that are feasible within the timeline. • The budget is adequately organized and detailed, is appropriate for the proposed convening and collaborating activities, and adequate justification is provided for expenses. • The expected outputs and/or outcomes of the convening and collaborating activities are described, including potential impacts on health research, the health system and/or the health of British Columbians, with only minor details lacking. 	<p>3.5 – 3.9 may be funded</p>
<p>Fair</p> <ul style="list-style-type: none"> • The purpose and objectives of the convening and collaborating activities are described but lack sufficient detail, and/or do not fully align with the objectives of this funding opportunity. • The convening and collaborating activities are not adequately described or they are not suitable for the purpose of the work and/or the participants involved. • The work plan has limited detail, and the milestones do not seem feasible. • The budget lacks important detail, is not fully appropriate for the proposed activities, or lacks justification for expenses. • The expected outputs and/or outcomes of the convening and collaborating activities are described but there are important details lacking and there is no description of the potential impacts on health research, the health system and/or the health of British Columbians. 	<p>3.0 – 3.4 not fundable</p>
<p>Less than Adequate</p> <ul style="list-style-type: none"> • The purpose and objectives of the convening and collaborating activities are vague or not aligned with the objectives of this funding opportunity. • The convening and collaborating activities are not sufficiently described, or not fully appropriate for the purpose of the work or the participants involved. • The work plan lacks sufficient detail, does not include specific milestones, or is not feasible within the timeframe. • The budget lacks key details or is otherwise not appropriate for the proposed activities, and expenses are not justified. • The expected outputs and/or outcomes of the convening and collaborating activities are poorly described and the potential impacts on health research, the health system and/or the health of British Columbians are not described. 	<p>0 – 2.9 not fundable</p>

Team Quality and Engagement	Weighting – 50%
<p>Assessment Criteria The following criteria are used when assessing the quality and degree of engagement of the team:</p> <ul style="list-style-type: none"> • The roles of all team members are described, and the team has the expertise and experience to carry out the convening and collaborating activities. • The convening and collaborating activities are collaboratively planned and implemented together by the researcher and research user co-leads in a way that meaningfully engages each individual and their expertise. • The role of the research/health professional trainee provides professional development opportunities for the trainee, including opportunities to develop leadership and knowledge translation (KT) skills. 	
Assessment Descriptor	Score
<p>Outstanding</p> <ul style="list-style-type: none"> • The roles of all team members are described. The team has ample expertise and experience to successfully deliver the convening and collaborating activities. • The application outlines how the researcher and the research user co-leads will work together to collaboratively plan and implement the convening and collaborating activities, using their combined skills and expertise. • The role of the research/health professional trainee provides high-quality opportunities to develop leadership and KT skills and will provide excellent professional development for the trainee. 	<p>4.5 – 4.9 may be funded</p>
<p>Excellent</p> <ul style="list-style-type: none"> • The roles of all team members are described. The team has adequate expertise and experience to deliver the convening and collaborating activities. • The application contains adequate detail outlining how the researcher and the research user co-leads will work together to collaboratively plan and implement the convening and collaborating activities, using their combined skills and expertise. • The role of the research/health professional trainee provides quality opportunities to develop leadership and KT skills, and will support professional development. 	<p>4.0 – 4.4 may be funded</p>
<p>Very Good</p> <ul style="list-style-type: none"> • The roles of all team members are described. The team has adequate expertise and experience to deliver the convening and collaborating activities, with only minor concerns about gaps. • The application provides an outline on how the researcher and the research user co-leads will work together to collaboratively plan and implement the convening and collaborating activities. The outline may lack some detail but there is evidence of meaningful engagement between the researcher and research user. • The role of the research/health professional trainee provides limited opportunities to develop leadership and KT skills, and modest support for professional development. 	<p>3.5 – 3.9 may be funded</p>

<p>Fair</p> <ul style="list-style-type: none"> • The roles of all team members are described, but important details are missing. The team lacks key expertise and experience to deliver the convening and collaborating activities. • The application provides an outline on how the researcher and the research user co-leads will work together to collaboratively plan and implement the convening and collaborating activities, but the outline lacks important details or lacks evidence of meaningful engagement between researcher and research user. • The role of the research/health professional trainee provides few opportunities to develop leadership and KT skills; there is no substantive support for professional development. 	<p>3.0 – 3.4 not fundable</p>
<p>Less than Adequate</p> <ul style="list-style-type: none"> • The roles of all team members are not described. The team lacks key expertise and experience to deliver the convening and collaborating activities. • The application does not explain how the researcher and the research user co-leads will work together to collaboratively plan and implement the convening and collaborating activities, or lacks evidence of meaningful engagement between the researcher and the research user. • The role of the research/health professional trainee does not provide opportunities for the trainee to develop leadership and KT skills, and does not support professional development. 	<p>0 – 2.9 not fundable</p>