**Appendix A.** Criteria for assessing adequacy of each of the components of the dissemination plan as adapted from the Canadian Institute for Health Research guide.

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| **Goals**   * KT goals are clear, concrete and well justified. * KT goals are appropriate for FBDGs and target the relevant knowledge-user audiences. |
| **Audience**   * The plan considers all/the majority of potentially relevant knowledge-user audiences (e.g., public, health professionals, other relevant organisations) * The audiences are defined in terms of their sector, roles, responsibilities, and decision-making needs. |
| **Strategies**   * The strategies are appropriate to achieve the goal. * The plan takes into consideration the context in which the knowledge is to be used. * Different strategies are proposed for different audiences. * The plan considers barriers and facilitators to knowledge use. |
| **Expertise**   * Knowledge users are involved in the dissemination process. * There is sufficient description of the available expertise needed to execute the plan |
| **Resources**   * There is allocated budget and financial support to execute the plan |

Reference:

Canadian Institutes of Health Research (2012) *Guide to Knowledge Translation Planning at CIHR: Integrated and End-of-Grant Approaches*. Ottawa: CIHR.