Ten Key Ingredients for Implementation Research Proposals


<table>
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<th>PROPOSAL INGREDIENT</th>
<th>KEY QUESTION(S)</th>
<th>REVIEW CRITERIA</th>
<th>INCLUSION IN PROPOSAL</th>
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</table>
| 1. The care or quality gap | Does the proposal have clear evidence that a gap in quality exists? | *Significance  
*Impact                                   | □ YES □ NO                           |
| 2. The evidence based treatment to be implemented | Is the evidence for the program, treatment or set of services to be implemented demonstrated? | *Significance  
*Innovation                                  | □ YES □ NO                           |
| 3. Conceptual model and theoretical justification | Does the proposal delineate a clear conceptual framework/theory/model that informs the design and variables being tested? | *Approach  
*Innovation                                  | □ YES □ NO                           |
| 4. Stakeholder priorities, engagement in change | Is there a clear engagement process of the stakeholders described and in place? | *Significance  
*Impact  
*Approach  
*Environment                                  | □ YES □ NO                           |
| 5. Readiness to adopt new services/treatments/programs in the setting | Is there clear information that reflects the readiness, capacity or appetite for change within the setting, specifically around adoption of the proposed evidence-based treatment? | *Impact  
*Approach  
*Environment                                  | □ YES □ NO                           |
| 6. Implementation strategy/process | Are the strategies to implement the intervention clearly defined and justified conceptually? | *Significance  
*Impact  
*Innovation                                  | □ YES □ NO                           |
| 7. Team experience with the setting, treatment and/or implementation process | Does the proposal detail the team experience with the study setting, the treatment whose implementation is being studied, and the implementation processes? | *Approach  
*Investigator - team                           | □ YES □ NO                           |
| 8. Feasibility of proposed research design and methods | Does the methods section provide appropriate details, identifying possible choice junctures and contingencies should methods not work as planned? | *Approach  
*Investigator - team                           | □ YES □ NO                           |
| 9. Measurement and analysis section | Does the proposal clarify the key constructs to be measured, correspond to the overarching conceptual model or theory? | *Approach  
*Investigator - team                           | □ YES □ NO                           |
|                     | Is a measurement plan clear for each construct?                                    |                                       | □ YES □ NO                           |
|                     | Does the analysis section demonstrate how relationships between constructs will be tested? |                                       | □ YES □ NO                           |
| 10. Policy/funding environment; leverage or support for sustaining change | Does the proposal address how the implementation initiative aligns with policy trends? | *Impact  
*Significance                                  | □ YES □ NO                           |
|                     | Does the proposal include consideration of sustainability of the program, including sustaining change? |                                       | □ YES □ NO                           |