

Principles of Research Collaboration
Between
The Canadian Aboriginal AIDS Network
And
[INSERT NAMES]

Parties

This document constitutes Principles for Research Collaboration (PRC) between [INSERT NAMES] (investigators) and the Canadian Aboriginal AIDS Network, a national non-governmental organization dedicated to providing, support and advocacy for Aboriginal People living with and affected by HIV/AIDS regardless of where they reside.

The Canadian Aboriginal AIDS Network will participate as a member of the research team under the terms identified below through [INSERT NAMES].

The above listed individuals constitute the research team. Additional members may join in signing this PRC and participate as members of the research team once all members (listed above) have agreed.

Purpose

The purpose of this PRC is to establish a set of principles that guide the conduct of the research project, “[INSERT PROJECT TITLE]”. In short, this agreement acknowledges the importance of incorporating cultural values and perspectives into the research process.

Records

The Principal Investigator (PI) and project coordinator will coordinate all administrative matters relating to the above named research project. The PI or project coordinator will provide each member of the research team with notes of meetings, including decisions made, within a reasonable time frame.

Ethical Considerations

Ethical codes of conduct for research in Aboriginal communities have been articulated in the *Tri-Council Policy Statement 2 (TCPS 2)*, *Tri-Agency Framework: Responsible Conduct of Research* and also specifically in the *CIHR Guidelines for Research Involving Aboriginal People*. However, each member of the research team collectively shares the responsibility for raising ethical concerns and issues. Ethical dilemmas are resolved on the basis of the research team striving for a significant degree of consensus.

Duration and Amendments

This PRC will be in effect throughout the entire research process, from the development of research questions through data collection and analysis phases into dissemination of findings. This PRC can be amended upon mutual consent by members of the research team.

Principles of Ethical Research with Aboriginal Peoples and Communities

The research team acknowledges and supports the principles of ethical research with Aboriginal Peoples and Communities as outlined below. This section has been developed based upon the First Nations principles of OCAP™: Ownership, Control, Access and Possession.¹

¹ The OCAP Principles are Trade Marked by the First Nations Information Governance Centre

- Members of the research team acknowledge and respect the Aboriginal right to self-determination, including the jurisdiction to decide about research in their communities. In doing so, the research process shall be built upon meaningful engagement and reciprocity between the research team and Aboriginal communities. Further, the research team agrees they will strive to respect the privacy, dignity, culture and rights of Aboriginal peoples.
- The research team will strive to include meaningful and equal participation from Aboriginal community members. Therefore, the parties agree they will be jointly and equally involved from beginning to end in the research process, from research question formulation, through data collection, analysis and into dissemination of research findings related to the above named project.
- The research team may also strive to demonstrate this support by obtaining and attaching letters of support from Aboriginal community leadership at the local level who may assist as either a member of a research advisory committee or in providing assistance related to the recruitment of participants. Primarily, the task of negotiating letters of support from local Aboriginal communities resides with the Canadian Aboriginal AIDS Network.
- The research team agrees that they will collectively make decisions on research questions, in data collection, interpreting results, in drafting research reports and in dissemination of findings. In other words, the PI will not present a completed research design for approval but involve all other members of the research team in the process.
- The research questions must not only reflect academic interests but ensure that the research is also relevant and beneficial to Aboriginal communities.
- In dissemination strategies to Aboriginal communities, the research team agrees that the language and manner of sharing research will be appropriate.
- The (purpose of) research project will be explained to all stakeholders (participants and Aboriginal community members) in a language that is appropriate to the Aboriginal community. Likewise, the research team will explain potential risks and benefits in a similar manner.
- The research team agrees they will not sensationalize problems in Aboriginal communities. Rather, they will strive to present a balanced portrait that also focuses equal attention on positive aspects within the community. As such, the research team understands that they will collaboratively prepare draft findings prior to submission for publication or presentation. The parties agree to review findings in a timely manner (e.g. two months).
- Given that all members of the research team will be provided the opportunity to review and comment on findings prior to publication or presentation, any one member of the research team may not, particularly once initial dissemination has occurred, further analyze, publish or present findings resulting from the above mentioned research project unless the entire research team reaches a consensus.
- The PI is responsible for maintaining the integrity of all data collected, such as storing participant consent forms, etc. However, once privacy and confidentiality of participants has been demonstrated, data sets in the form of SPSS, QSR*N6 (NUD*IST) or Atlas.ti computer files for example may be shared with all members of the research team. In cases of disagreement over transfer of data sets (as described above), the research team will strive to achieve a significant degree of consensus.

- The research team agrees to provide meaningful and appropriate research capacity-building, as indicated by Aboriginal community participants.
- The research team agrees that Aboriginal communities have the right to follow cultural codes of conduct and community protocols. However, rather than end a research relationship, in situations where Aboriginal community members are in disagreement, the research team will strive to resolve conflict towards achieving a significant degree of consensus.
- The research team agrees that it may be necessary for Aboriginal community members (investigators and participants) to seek advice and support from community elders and other community leadership.

Authorship

Criteria outlined by Huth (1986) will be used as guidelines for authorship of publications based on the findings of the research. The criteria recommend that:

- 1) all authors must make a substantial contribution to the conception, design, analysis, or interpretation of data;
- 2) authors must be involved in writing and revising the manuscript for intellectual content; and
- 3) authors must approve the final draft and be able to defend the published work.

Those who have made other contributions to the work (e.g. data collection without interpretation, etc.) or only parts of the above criteria should be credited in the acknowledgements, but not receive authorship. Further;

- Research project staff may participate as authors provided that they fulfil the criteria outlined above;
- All members of the research team will be provided the opportunity to review and comment on findings prior to publication or presentation. Any one member of the research may further analyse, publish or present findings resulting from the above-mentioned research project with the agreement of the Principal Investigator and the other research team members;
- The explicit permission of an individual or organization must be sought prior to acknowledging their contribution in a paper or presentation;
- A research team member or a partner may choose to include a disclaimer if they do not agree with the content or views presented in a publication.

IN WITNESS WHEREOF, the parties hereto have executed this agreement.

<i>(Date)</i>	<i>(Signature)</i>

Bibliography

A number of sources were consulted in preparing these principles of research collaboration. The Canadian Aboriginal AIDS Network acknowledges the contributions of the following sources.

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