SAMPLE AGREEMENT
Provided by the Centre for Indigenous Peoples’ Nutrition and Environment (CINE)

Project Title

Research Agreement

Date

(Name of organization)________________ agrees to conduct the named research project with the following understandings:

1. The purpose of this research project, as discussed with and understood in the community of __________________, is: __________________

2. The scope of this research project (that is, what issue, events or activities are to be involved, and the degree of participation by community residents), as discussed with and understood in this community, is: ______________

3. The methods to be used, as agreed by the researchers and the community, are: ______________

4. Community training and participation, as agreed, are to include: ______________

The development of this project is based on sincere communication between community members and researchers. All efforts will be made to incorporate and address local concerns and recommendations at each step of the project.

At the end of the project, the researchers will participate in community meetings to discuss the results of the analysis with community members.

5. Information collected is to be shared, distributed, and stored in these agreed ways: ________

The data collected is confidential and no name is attached to a record. Copies will be kept at CINE where the data will be
converted to an electronic form. The data will be kept on diskettes in the community, at CINE. The researchers and CINE will be available to answer questions and assist community members should community members decide to use the data for different purposes; a final report will be distributed after approval from the community members.

6. Informed consent of individual participants is to be obtained in these agreed ways: __________

An individual consent form will be read by the interviewer to the respondent. A copy of the consent form will be left with the respondent where the address of each researcher can be used at any time, should the respondent wish to contact the researcher(s) for additional information.

7. The names of participants and of the community are to be protected in these agreed ways: ______________

As mentioned on the consent form, the interviews are confidential. In no instance will the name of a respondent be attached to a record.

Before distribution of the final report, or any publication or contact with the media, the community will be consulted once again as to whether the community agrees to share this data in that particular way.

8. Project progress will be communicated to the community in these agreed ways: __________

9. Communication with the media and other parties (including funding agencies) outside the named researchers and the community will be handled in these agreed ways: __________

Funding, benefits and commitments

Funding

The main researchers have received funding and other forms of support for this research project from: ________________

The funding agency has imposed the following criteria, disclosures, limitations, and reporting responsibilities on the main researchers.
Benefits

The main researchers wish to use this research project for their benefit in the following ways (for instance, by publishing the report and articles about it): ________________

The researchers will submit a final report to the funding agency in 20XX. Scientific presentations in peer-reviewed publications and conferences will be made. The final report will be reviewed by community members prior to publication. Scientific presentations will be made and articles published after discussion with the respective community leaders.

The benefits likely to be gained by the community through this research project are:

- Educational
- Informational
- Financial

Commitments

The community's commitment to the researchers is to:

______________

- Recommend capable and reliable community members to collaborate or to be employed in this project.
- Keep informed about the progress of the project, and help in leading the project toward meaningful results.

The researchers' main commitment to the community is to:

______________

- Inform the community about the progress of the project in a clear, specific, and timely manner.
- Act as a resource to the community on nutrition-related questions.

The researchers agree to interrupt the research project in the following circumstances: ________

- If community leaders decide to withdraw their participation.
- If the researchers believe that the project will no-longer benefit the community.
Signed by:

Date:  Date:

Community:

_______________________  _________________
(Signature of Main (Signature of Community Contact
Researcher) Person)

Name:  Name:

Position:  Position: