

[TEMPLATE]

Memorandum of Understanding
Principles of Research Collaboration and Meaningful Engagement
Between
[INSERT RESEARCH TEAM]
and
[INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE]

Parties

This document outlines Principles for Research Collaboration and Meaningful Engagement between [INSERT RESEARCH TEAM] and [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE]. Outlined in this document is the commitment of [INSERT RESEARCH TEAM] to working with [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] in a good way throughout the entire process of the proposed research project.

The [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] will participate as a member of the research team under the terms below, identified through collaboration with [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] and the [INSERT RESEARCH TEAM]. Additional members may join the [INSERT RESEARCH TEAM] should all members (listed above) agree and upon the new member signing this memorandum of understanding.

Purpose

The purpose of this document is to outline the principles that will guide the conduct of the research project being proposed “INSERT PROJECT TITLE. This agreement will acknowledge the importance of collaboration, and involvement of Indigenous communities during the entire research process. Additionally, this document will outline the conditions in which the whole research team will meet and function.

Records

The Principal Applicant (PA) or an appointed project coordinator will ensure that each member of the [INSERT RESEARCH TEAM] and [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] are provided with accurate and detailed information/notes that include meeting discussions, decisions made, research updates, etc. The PA or project coordinator will be responsible all administrative matters.

Ethical Considerations

Outlined in the Tri-Council Policy Statement are ethical codes of conduct for research with Indigenous communities. The [INSERT RESEARCH TEAM] must consult with the [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] prior to conceptualization of the project and demonstrate continuous engagement throughout all phases of the research process. All team members will be responsible for raising ethical concerns and issues. Ethical issues will be resolved on the basis working to achieve consensus as a team.

Duration and Amendments

This document will be in effect throughout the entire research process and can be amended upon mutual consent by all members of the [INSERT RESEARCH TEAM] and [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE].

Principles: Ownership, Control, Access and Possession

The research team acknowledges and supports the principles of ownership, control, access and possession as outlined below.

- The [INSERT RESEARCH TEAM] will acknowledge and respect the Indigenous right to self-determination including the right to make decisions about research in their communities as well as respecting the privacy, dignity, culture and rights of Indigenous peoples.
- The research process shall be built upon meaningful engagement and mutuality between the [INSERT RESEARCH TEAM] and the [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] where equal participation from all members will occur. Therefore, the parties agree they will be equally involved throughout the entire research process.
- The [INSERT RESEARCH TEAM] and [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] agree that they will collectively make decisions on research questions, data collection, interpretation, research reports as well as the dissemination of findings upon achieving a significant degree of consensus
- Research questions must reflect academic interests but must also be equally relevant and beneficial to Indigenous peoples
- The Principal Applicant is responsible for maintaining the integrity of all data collected and ensures the confidentiality and privacy of participants. Both parties will strive to achieve a significant degree of consensus on how data can be shared and transferred with members of the research team
- The [INSERT RESEARCH TEAM] agrees to focus on capacity-building research as indicated by [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] and Indigenous research participants
- The [INSERT RESEARCH TEAM] and [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] agree to resolve conflict/disagreements by achieving a significant degree of consensus.
- Both parties agree to follow cultural codes of conduct and community protocols. Both parties agree that it may be necessary for [INSERT INDIGENOUS COMMUNITY/ORGANIZATION/INSTITUTE] to seek advice/guidance from community Elders and other forms of community leadership.

Authorship

All members of the research team should make meaningful contribution to the entire research process including design, analysis, interpretations and implications. Authors must also be involved in the writing and translation with principles of knowledge dissemination in mind. Members of the team who contribute in other ways (e.g data collection) should be credited in the acknowledgments, but not receive authorship. All members of both parties will be provided the opportunity to review and comment on findings prior to any publications or presentations. Any one member may further analyze, publish or present findings resulting from the project [INSERT

PROJECT TITLE] with the agreement from both parties. If a member does not agree with the content or view presented in a publication, they may include a disclaimer.

IN WITNESS WHEREOF, the parties hereto have executed this agreement

Date

Signature

Date

Signature

Date

Signature

Date

Signature

Date

Signature