

Preparing for Discussions with Possible Research Partners

This document can help organizations prepare for discussions with possible research partners (academic or community). Includes 1) things to discuss internally at your organization BEFORE talking with possible research partners; 2) information to give to possible research partners about your organization; and 3) questions to ask possible research partners.

Resources

- UCSF Resource Manual for CBOs: http://accelerate.ucsf.edu/files/CE/manual_for_agencies.pdf
- What to ask when researchers come knocking: <http://www.catie.ca/en/pif/spring-2013/what-ask-when-researchers-come-knocking>
- Example Research Partnership Agreement Checklist: <http://pacificaidnetwork.org/wp-content/uploads/2011/10/PAN-RESEARCH-AGREEMENT-CHECKLIST.pdf>

Internal Discussions BEFORE Talking with Possible Research Partners

- What level of engagement is our organization interested in/open to?
 - Are we only interested in community-based participatory research (CBPR) or more engaged research?
 - Would we also consider a lower level of engagement- e.g. advising, recruitment site?
 - Consider what level of engagement for your CBO/coalition and also the level of engagement for your clients/community members.
- Is our organization interested in research only on our identified priorities or are we open to engaging in research on other topics too?
- What capacity does our organization have to engage in research?
 - Must all our staff/time/etc. be fiscally supported?
 - Does our organization already have skills on staff or do we need to build capacity?
- Do we already have relationships with researchers or do you need to find partner(s)? What skills are we looking for in partner(s)?
- Are we looking for a long-term relationship or for a single project?
- Are there reasons or drawbacks about why our organization may not want to engage in research now?
 - Limited time
 - Limited financial resources
 - Competing priorities
 - Lack of capacity/organizational interest or support

Information to bring/provide for Initial Meeting with Possible Research Partners

- Any research policies/priorities/purpose/guidelines from your organization
- What researcher might want to know about your CBO/coalition?
 - Community(s) served, services offered, staff structure/#
 - interest/support of research by staff/board
 - other CBOs who may be interested in partnering on research
 - previous research experience

- any specific research area interests

Questions To Ask of Your Possible Research Partners

- What is their experience in community-engaged research?
- What is their research background/skills/interests/methodological expertise?
- What is their knowledge of your community(ies)?
- Have they collaborated with CBOs/communities before?
- Why do they want to work with your CBO/community?
- Are they currently working with/approaching other CBOs/communities?
- What level of engagement are they interested in?
- If they already have a specific research question/project:
 - Ask for a copy of research proposal/budget
 - Ask for the specifics about research questions, recruitment, ethics, methods, tools, timeframe
 - What are the resources/benefits for our CBO/community?
 - What is the status of the proposal or project? In design, submitted, funded, started?
 - Is there any opportunity to change the proposal/budget?