

Community Meeting Participant Consent Form

You are invited to participate in a study entitled the “*Co-operative Innovation Project*,” which examines community characteristics conducive to co-operative start-up in rural and Aboriginal communities across western Canada and to develop a model for co-operative development reflective of these characteristics. The goal of these community meetings is to identify common needs and challenges within the community and to examine possible solutions.

This consent form requests your participation in this research project, which will take the form of a community meeting. If you have questions or concerns, please contact the researcher at the number or email address below.

Researcher: Darcy Overland
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Purpose and Objectives:

The two-year Co-operative Innovation Project is co-ordinated by research staff at the Centre for the Study of Co-operatives at the University of Saskatchewan in Saskatoon, SK.

This project aims to identify community characteristics conducive to co-operative start-up in rural and Aboriginal communities across western Canada and to develop a model for co-operative development reflective of these characteristics.

The Co-operative Innovation Project (CIP) has the following objectives:

- To determine the social and economic characteristics of the communities in which co-operative development is most likely to succeed.
- To determine which communities have these characteristics.

Procedures:

You are being invited to participate in a public meeting in or near your community. These meetings are open to the public and will include other members of your community. Each meeting will last for approximately 3 hours. There will be three breakout sessions each covering a different topic related to your community. In each session you will be invited to talk about a topic related to your community and you will have opportunities to discuss and listen. At no time will you be required to speak or put into a situation forcing you to comment. Please feel free to ask any questions regarding, procedures, the goals of the study, or your role.

Potential Risks:

This community meeting involves minimal risk to you. Your participation is voluntary and you have the right to withdraw at any time. The researcher will make every effort to preserve the confidentiality of your comments (see below), but you should be aware that controversial remarks, in the unlikely event they are associated with you, could have negative consequences for your relationships with others. The researcher will try to ensure that your identity is protected in the ways described below. If for some reason the researcher wishes to quote you in some way that might reveal your identity, your permission will be sought beforehand.

Potential Benefits:

Your participation in this research is a valuable opportunity to discuss possibilities for finding solutions to the collective needs of your community by tapping into local resources and expertise. It will create a sense of purpose in your community, giving people an opportunity to share information that will benefit economic growth in the area and the tools to take collective action to address the unique needs and interests of your community. It will give you a comprehensive overview of the strengths your community has to draw upon when it pursues community policy development and economic development activities.

Storage of Data:

In accordance with the university guidelines, the transcript and recording files will be securely stored (separate from the consent form) in the care of researchers.

Confidentiality:

Your identity will be protected through the use of a pseudonym and or number code in place of your name and any identifying information will be removed from transcripts. The community meeting will be facilitated and transcribed by a note taker, who has signed a confidentiality agreement.

The research conclusions will be published in a variety of formats, both print and electronic. These materials may be further used for purposes of conference presentations, publication in academic journals, books, or popular press. In these publications, the data will be reported in a manner that protects confidentiality of participants, your name will not appear in any publications without prior consent. In principle, actual names will not be used; however, leaders whose position involves speaking on behalf of their organization may be asked if certain comments they have made can be attributed to them by name in publications. Any communication of these results that has potential to compromise confidentiality will not proceed without your approval.

Right to Withdraw:

You have the right to withdraw at any time without any penalty. Upon withdrawal, all the data that you wish to have deleted will be. You can choose to answer only those questions that you are comfortable with. Your right to withdraw data from the study will apply until September 1, 2015



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when results have been compiled and assessed. After this date, it is possible that some form of research dissemination will have already occurred and it may not be possible to withdraw your data.

Funded by:

This research project is funded by Federated Co-operatives Limited, based in Saskatoon, SK.

Follow up:

You may ask questions at any time. This study was approved by the University of Saskatchewan Advisory Committee on Ethics in Behavioural Research on September 12, 2014. If you have questions about your rights as a participant, please contact the Ethics Office at (306) 966-2084. Your community will be provided with a community Profile Document that will summarize the results for your community. You will also have access to the published versions of the completed study.

Consent to Participate:

I have understood the above description. I consent to participate in the study understanding that I may withdraw this consent at any time. A copy of this consent form has been given to me for my records. I also understand that I will have the opportunity to review the transcript of this interview.

Participant

Date

Researcher

Date

If you wish to obtain an electronic version of your community profile document and the final report please leave your email address below. Your email address will be kept confidential and will not be used for any other purpose.

Email Address