***“Research is a relationship based on respect and it takes time to build a relationship”***

**Manitoba First Nations Elders 2005 Workshop on Health Research Ethics**

**Please note in completing this application:**

* To be considered clear and complete:
  + All fields must be filled out.
  + Use of clear, layman’s English is also required including definition or description of any medical or other technical terms is required (attach a terminology page)
  + A clear and full description must be provided where explicitly indicated.
* Names of specific First Nations individuals engaged in preparing for and completing this application are required. *(See especially “Involvement of Manitoba First Nations”.)*
* An amended or renewed application is required if the applicant pulls their initial application.
* Please answer all the questions within the sections if applicable for your project.

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| **Date of Application:** |
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| **Purpose of Application (What are you seeking from HIRGC) Please check one:** |
| **Advice 🞏 Letter of Support 🞏 Partnership and Collaboration 🞏 Other 🞏 (Please State):** |
| **Please explain reason:** |
| **Contact Information** |
| **Name of Researcher:** |
| **Address:** |
| **Phone:** |
| **Fax:** |
| **E-mail:** |

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| **Title of Research Project** |
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| **Project Timeframe:** |
| **Research Funder:** |

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| **Members of Research Team (Please specify role of each member, i.e. Principle Investigator):** |
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| **Purpose of Research Project (including providing research question – what is being asked in the project.)** |
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| **Brief Description of Methodology (including identifying what specific data or information to be used and the source(s) of information.)**  -What type of data is being used for the research project? (i.e. Existing datasets – RHS, REES, First Nations Research linked file, data held within MCHP, etc., or New datasets – surveys, new program/projects, etc.) |
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| **Benefit to First Nations & Manitoba First Nations (including description of direct and practical benefits of First Nations participation, such as on the research Advisory Committee and/or Project Team and description of supports to facilitate spiritual component of research, such as funding for honoraria, feasts, to honour time and space with knowledge keepers, etc.)**  -How will the research benefit First Nations?  -Will the research be investing in infrastructure or human resources and expertise of the community partner? (i.e. Hiring a research assistant from the community) |
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| **Involvement of Manitoba First Nations – Proposed & Ongoing (i.e. description of involvement in research design, involvement in the researcher application process, involvement in decision-making throughout, research team, staffing, advisory or oversight committee members, community feedback process, etc.)** |
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| **Free, Prior, and Informed Consent (individual & collective i.e. participants and Chief and Councils):** |
| **-** Do you already have an established research relationship with the above population or are you seeking to build a relationship?  - If you are seeking to build a relationship, when and how are you seeking the Free, Prior and Informed Consent of the community?  - How are you ensuring Free, Prior and Informed Consent on an individual basis (i.e. Written in a language and format that participants can make an “informed” decision)? |
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| **First Nations OCAP®** |
| **O**wnership:  - How are First Nations identified in the data (i.e. Community level data, regional or national data)  **-** How First Nations identification is confirmed (i.e. Linking to Indian Status Registry, self-identification, membership lists, etc.)  **-** Who owns the data that is used within the Project? How has ownership been established (i.e. Data sharing agreements)  **-** How will the First Nations be acknowledged as co-authors or contributors in publications, reports, and presentations? (i.e. Co-authors, co-presenters, etc.)  **-** Does the project include any other First Nations groups within or outside of Canada? |
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| **C**ontrol:  **-** How will First Nations control/govern First Nations Data? (i.e. Data sharing agreements, Possession, or stewardship of their own data, etc.)  - Has an information sharing agreement been developed?  - How will decisions be made for use, access, and dissemination of First Nations data?  - Are their multiple First Nations communities involved? If yes, what is the consent process?  - What is the accountability back to First Nations (i.e. Reporting, advisory groups, Elders Council, etc.)  - How will First Nations be involved in the data analysis? (i.e. Mentorship opportunities, paid research assistants from communities, etc.) |
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| **A**ccess:  - What is the process to ensure the privacy and confidentiality of information and to notify First Nations if a breach occurs?  - What is the process for storage and destruction of First Nations data once the project is completed?  - Will there be secondary users? (i.e. Will the data be linked to other datasets for another project?)  - How will First Nations access their information?  - Will the First Nations data be shared with individuals outside of the project?  - Who will have access to First Nations information?  - Are their policies developed to protect First Nations data? |
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| **P**ossession:  - Where will the data be held? (i.e. By the First Nations, within a First Nations organization or at an academic institution)  - If the data is not held by First Nations, what are the steps to be taken to ensure data stewardship by the First Nations? |
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| **Ethical Standards of First Nations:** |
| -Describe the population that the research is focused on engaging or learning more about: (i.e. Single First Nation, Multiple First Nations within a language group (i.e. Ininiwak, Ithiniwak (Cree); Dakota-Assiniboine (Nakota); Dene; Anishinaabe (Ojibway) and Anishininiwak (Oji-Cree), First Nations within a Tribal Council, all 63 Manitoba First Nations, Urban, Rural, across Treaty areas or regions)  -How will the research consider the ethical standards of the distinct cultural and language groups within Manitoba based on the focused population?  -HIRGC does not support pan-Indigenous research, how will the research consider the unique histories, cultural practices, and jurisdictional challenges of First Nations in your research? (i.e. Each distinct Nation should be defined separately).  **-**Please explain the historical, cultural, and traditional context that will be incorporated in your research? |
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| **OTHER:** |
| - Has the research project been reviewed by any other Research Ethics Board? (i.e. University, WRHA, etc.) Please attach a copy to the application.  - Is there any potential harm to First Nations by participating in the research or from the data/results?  - What types of support systems are in place for those that you will be engaging with, during the process and the after care? (i.e. counselling, cultural support, trauma support) |
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**Include all relevant attachments:**

**✓ Submission and proof of review by external Ethics Boards (UM HREB, Manitoba Health HIP-C, Health Canada REB, or others)**

**✓ Proposal and application for funding**

**Please submit completed application with attached documentation to:**

**Email:** [**hirgc@fnhssm.com**](mailto:hirgc@fnhssm.com)

**Contact Information:**

**First Nations Health and Social Secretariat of Manitoba**

**Suite 600 - 275 Portage Avenue**

**Winnipeg, MB R3B 2B3**

**Phone: 204.942.9400 Fax: 204.946.9004**

**Thank you for your Submission, if you have any questions or concerns, please contact:**

**Vanessa Tait, Research Ethics Coordinator**

**Leanne Gillis, Community Liaison/Administrative Assistant**

**Email:** [**hirgc@fnhssm.com**](mailto:hirgc@fnhssm.com)

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| **FOR OFFICE USE ONLY – Check all those that apply to indicate file status:** |
| □ Application approved  □ Conditionally approved  □ Application disapproved  □ Application withdrawn by Applicant  □ Amended or renewed application (following pulling of initial application)  □ Other (please write): |