

### **Request for ACAS Support, Participation & Partnership Form (Appendix 1)**

*(To be completed by individuals or organizations requesting ACAS support, participation or partnership for a proposed research.)*

1. Information of individual(s) or organization(s) making the request (Names of organization(s), researcher(s), and contact information).
  
2. Please provide a brief description of the study including purpose and method
  
3. What is the planned timeline for the research? How long do you wish ACAS to participate?
  
4. Name partners involved with the study?
  
5. What kind of support, you are seeking from ACAS (e.g. human, time and material resources) and why?
  
6. What types of resources and supports does the research project have? (e.g. human, time and material resources)
  
7. Any opportunity for community members and/or ACAS staff to be actively involved with the design and/or implementation of the study?
  
8. If applicable, has this study received approval by an Ethics Committee from an accredited institution?

Please submit the completed request form to the Executive Director of ACAS at [ed@acas.org](mailto:ed@acas.org)

9. What are the risks to participants? What has the research team done to alleviate identified risks?
  
10. What steps will be taken to protect the confidentiality of participants?
  
11. What are the benefits for the participants?
  
12. Will participants be compensated for their participation? If not, why not?
  
13. What are the benefits to the communities served by ACAS ?
  
14. What are the plans for dissemination of findings, knowledge translation and knowledge exchange?  
How will the research team ensure that knowledge dissemination is accessible to participants,  
community members?
  
15. Who owns the research data and findings of the proposed study?

Please submit the completed request form to the Executive Director of ACAS at [ed@acas.org](mailto:ed@acas.org)