



Application to Conduct Research: Research Application Screen

With whom did you consult at CCIS?

CCIS reserves the right to determine what research and/or follow up studies will be offered through the agency with client participation. All requests for research and follow up must receive consent from the CEO or designate prior to being offered to clients for their participation.

Client participation in research and/or follow up studies conducted by or with the cooperation of the agency will be voluntary. Continuation of service is not dependent on participation in research and/or follow-up studies, and client identity and privacy will be protected in all phases of research and/or follow up studies. Written consent, in first language, will be obtained from the client and/or guardian.

Project Name/Title:

Principal(s) Responsible:

Sponsor (e.g., university, government department, organization):

Funder:

Anticipated Start Date:

Anticipated End Date:

Please identify which of the following objectives the research will serve:

Contribute to improvements in service delivery

Inform public policy that shapes the social outcomes for Newcomers

Provide direct and immediate benefits to Newcomers, CCIS, or the Settlement Sector

What is/are the primary question(s) the research is intended to answer? (max 300 words)

Please provide a brief description of the proposed research project, including approach, population focus, methods (e.g., Refugee Focus, Pathways to Employment, System Navigation, etc. (max 300 words)

What are the primary data sources and/or target participants for this research and what is the sampling plan? (max 300 words)

Culturally safe practices include actions that recognize and respect the cultural identities of others, and safely meet their needs, expectations, and rights. Please describe how you will be providing cultural safety for newcomer clients, including those who do not speak English or have limited English (required).

Please describe the requirements and expectations from Calgary Catholic Immigration Society throughout the life of the research study (e.g. tool review, recruitment, co-authorship) (max 300 words)

Please describe the resources (e.g. funding, seconded personnel) that this research will provide to CCIS. Please note: Compensation in the form of an honorarium or donation to the organization is generally required if we are being asked to support access to clients; this offsets and acknowledges the time of staff who are supporting the research in addition to their regular duties.

Please describe the resources (e.g. honorariums) that this research will provide to research subjects/participants. Please note: when community members are being consulted as knowledge holders it is our expectation that their knowledge and experience is properly valued. Our standard honorarium expectation is between \$25-\$50/hour, depending on the population group and/or nature of the content to be gathered. If no compensation will be required, please explain why (e.g. lack of funding/resources).

How and to whom will the findings be communicated (e.g., peer reviewed journal, conference, unpublished report, community presentation)?

Have you consulted the Newcomer Research Library for similar research? – www.newcomerresearch.ca

Yes

No

Do you commit to submitting an abstract with key findings to the newcomer research library upon completion (pre-publication)?

Yes

No

Are you a student?

Yes

No

If yes: Name of Supervisor _____ Department _____

Date

Reviewed and approved by:

Amanda Koyama, Director Strategic Engagement

Reviewed and approved by:

Name/Position: