## Partner and Participant Report (non academics)

### **PRIVACY NOTICE**

SSHRC is subject to the <u>Privacy Act</u> and is committed to the protection of the personal information under its control. SSHRC collects personal information under the authority of section 4(1)(a) of the <u>Social Sciences and Humanities Research Council Act</u>. This privacy notice answers some questions on how SSHRC collects, uses and discloses personal information gathered through achievement reports and seeks your consent to the privacy practices described in this notice.

#### What is Voxco?

The achievement report is hosted on a third party platform, Voxco. By using Voxco, your information is also subject to their privacy policy and jurisdictions, which could include locations outside of Canada. SSHRC will transfer your achievement report to an internal repository once it no longer needs the information to be in Voxco. Visit the <u>Voxco</u> website for more information on its privacy practices. SSHRC remains accountable for protecting your personal information in accordance with the <u>Privacy Act</u>. If you have any concerns about the use of Voxco to submit your report and would like to make alternate arrangements, contact SSHRC's Privacy Coordinator at 613-992-1058 or <u>ATIP-AIPRP@sshrc-crsh.gc.ca</u>.

#### How will SSHRC use and share my information?

SSHRC uses the information you provide in the achievement report to monitor and measure program performance. SSHRC also uses it for data analyses, program evaluations, planning material and reporting obligations, and communication and promotional activities. The information you provide will not be used in any merit review process. SSHRC will not use or disclose your personal information for any other purpose without your consent, except as authorized by law.

#### How do I learn more about the privacy practices related to the achievement report?

You can find the personal information practices related to grants and awards management which includes the achievement report, in <u>SSHRC's Info Source chapter</u>. Refer to the personal information bank SSHRC PPU 055 (Awards Management Information System) for details on all potential uses of the personal information that SSHRC collects.

# How do Laccess or update my personal information? What are my rights under the Privacy Act?

In addition to protecting your personal information, the Privacy Act gives you the right to request access to, and correction of, your personal information. However, please note that once you have submitted your achievement report, you will not be able to request changes to it. You also have the right to file a complaint with the <u>Office of the Privacy</u> <u>Commissioner of Canada</u> if you believe SSHRC has not properly safeguarded your personal information. For more information about these rights and SSHRC's privacy

practices, please visit the <u>Access to Information and Privacy page</u> or contact SSHRC's Privacy Coordinator at 613-992-1058 or <u>ATIP-AIPRP@sshrc-crsh.gc.ca</u>.

CONSENT: By submitting my email address in the field below, I confirm that I have read this Privacy Notice and I consent to the personal information practices outlined herein.

## DESCRIPTION

The Social Sciences and Humanities Research Council (SSHRC) requests that nonacademic partners and participants involved in SSHRC-funded projects report on their involvement and its benefits. Your input is very important and will be used to ensure that the program meets the needs of the research community. It will also provide us with valuable information to demonstrate the effectiveness of SSHRC funding to the Government of Canada and to the public. The information you provide will not be shared with the project director or with others involved in the project. You may be contacted by the SSHRC Evaluation Division in the future to participate in an evaluation of the funding opportunity; however, your participation would be optional at that point. Visit the Achievement reports page for more information.

### **AWARD HOLDER**

Project Director (Last name, First name)

## PARTNER ORGANIZATION

Full organization name

## PARTNER CONTACT

Contact person (Last name, First name)

#### ROLE

How would you describe your role in the project?

Representative of a partn	er organization (	(click here to see	definition)
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Participant/Team member on the grant (e.g. Co-director, Co-applicant, Collaborator )

chool

Other (please specify)

## PRIMARY ORGANIZATION

Which of the following best describes the primary organization you work for?

Not for profit	community-based, or	nhilanthronic	organization
Not-tot-prom,	community-based, of	pinianunopie	organization

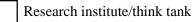


Industry / business/ private sector

Canadian federal,	provincial,	or municipal	government/
board			

Indigenous organization or community

Foreign government



Canadian post-secondary institution

Non-Canadian post-secondary institution

Other (please specify)

Don't know/No response

#### PARTNERSHIP

Was this the first time your organization collaborated with a postsecondary institution?

Yes
No



Not applicable

Who initiated the collaboration?



Your organization

The project director and their team



Other (Please specify:)

Were you or your organization involved in any of the following activities? Select all that apply



Planning of research to address the needs of my organization or its intended use of research products



Planning of research to address specific needs /challenges or determine intended users



Decision-making regarding research design/methodology

Development of project's research questions



Decision-making regarding project's potential outputs, outcomes and impact



Development of data collection tools



Collection of research data



Analysis/interpretation of research findings



Exchange/dissemination of knowledge and/or approaches, products and services



Use/application of knowledge and/or approaches, products and services

Other (please specify)

Has your organization provided in kind and/or cash contributions to the Partnership project?

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		N	0
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Not applicable

Yes

Don't know / No response

Has your organization received funds from the Partnerships Grant?

	L	
	L	

No

Not applicable

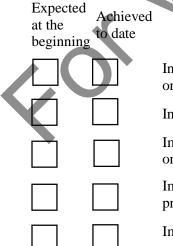


Don't know / No response

How would you measure your or your organization's level of involvement in the partnership grant? Please rate on a scale of 1 being the lowest and 5 being the highest.

Not at all	To a little extent	To some extent	To a good extent	To a great extent	Don't know/ No response
1	2	3	4	5	0

From your point of view, what accomplishment(s) did you or your organization expect at the beginning of your involvement and what has the project achieved so far? Select all that apply for each



Increased the knowledge base and resources available at my organization

Increased my knowledge base

Improved approaches, processes, and/or practices of my organization

Improved my professional approaches, processes and/or practices

Improved approaches, processes, and/or practices of an another

		organization based on research knowledge produced
		Increased sensitivity on the research subject
		Increased visibility and/or reputation of my organization (including social media mentions, web site visits)
		Increased my professional visibility and/or reputation
		Increased skills and/or research capacity within my organization
		Increased community decision-making and problem-solving capacity
		Increased interest from public policy actors (including conversations around public policy)
		Economic, social or cultural benefits
		Health benefits
		Environmental benefits
		None of the above
		Don't know / No response
		Other (please specify:)
Please 1		es your organization consider the collaboration to have been a success? ale of 1 being lowest and 5 being the highest.
	Nototoll	

 Not at all

 To a little extent

 To some extent

 To a good extent

To a great extent

Don't know / No response

Does your organization plan on continuing the collaboration beyond this project?

	Yes	$\sim$
	No	
	Unsure	
	Not applicable	
Option	nal - Use the space below to provide any othe	r relevant input to SSHRC.

## FEEDBACK

Yes

No

## 9.0 FEEDBACK ON PARTNER REPORT

Would you be willing to answer a few questions on your experience completing the report? Your feedback will help us improve the report.

9.1 Approximately how long did it take you to complete the report?



9.2 Given the need to demonstrate the value of SSHRC's investment, would you say the time it takes to complete the report is reasonable?

Yes
No

9.3 Were any of the questions difficult to interpret?

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	I	

Yes, please explain.

9.4 Did you encounter any technical difficulties in completing the report?



Yes, please explain

No

None

9.5 If you have any further suggestions for improvement, please provide them.

## SAVE AND CONTINUE LATER

Your Partner Report is saved successfully. When you want to continue answering your survey, click the following link: (created automatically by the system)



Email me this link





I will copy the link above

Before submitting your report, please ensure that your responses are complete. You will not be able to edit the information after it is submitted.



I would like to go back to modify some of my answers.

