**Model Consent Form**

**Methodology for creating this model Consent Form**

This model consent form was developed through the analysis of a corpus of more than 120 ethical instruments developed in Canada since 1992.

This corpus enabled us to identify the recurrent themes addressed in the ethical instruments, as well as the best practices observable for each of the themes.

Best practices were identified through four indicators of equitable research that emerged from a review of the literature in this area: transparency, community participation, hybridization of exchanges, and sharing of decision-making powers.

**Transparency:** Indigenous communities and their members are kept as fully informed as possible throughout projects so that they can make informed decisions.

**Participation:** The participation of communities during the different phases of research allows Indigenous communities to get involved and monitor the progress of the projects. It is also an opportunity to develop new skills.

**Hybridization of exchanges:** The hybridization of exchanges consists in the implementation of approaches aimed at strengthening mutual understanding between researchers and communities, for example by informing communities in the language of their choice or by submitting reports or publications in forms negotiated with the communities and adapted to their needs.

**Shared decision-making authority:** In collaborative projects, Indigenous partners must be able to participate in decision-making on the same basis as researchers. This includes the right to define the scope of the use of their knowledge. For example, they must also have the right to review and decide on publications resulting from a project and on the possibilities of commercialization (in particular the filing of a patent). In short, these decision-making powers must allow Indigenous participants to decide on the conditions under which their knowledge will be used and shared outside the Indigenous group.

This model constitutes a proposal that can be freely modified by individuals and groups according to their needs and interests.

It is recommended that researchers develop (or have validated) their consent form with the indigenous and local community(ies) concerned with the aim of establishing a relationship of equals.

The consent form should be written in the language of the participants.

*Sentences in italics are explanations relating to sections.*

Sentences not in italics are suggested formulations from model forms, actual forms and our own experience.

Before agreeing to participate in this research project, please take the time to read and understand the following information. This information and consent form explain the purpose of this research project, its procedures, benefits, risks and harms. It provides contact information for people to reach if necessary. It may contain words or phrases that you do not understand. If this is the case, we invite you to ask any questions you think will be useful to the people who will be facilitating the meeting.

**1. Title and brief description of the research project**

*In this section, indicate the title of the research project and describe it briefly.*

**2. Team**

*In this section, provide details on the members of the project team.*

*Identify the Principal Investigator and Associate Investigators.*

*Indicate the names and contact information of the individuals who will collect the biological data and materials.*

*The researchers' home institutions and contacts should be identified so that participants can obtain additional information if they wish.*

**3. Project funding sources**

*In this section, name the different funders of the research project.*

**4. Detailed description of the research project**

 **4.1. Goals and objectives of the research project**

*In this section, describe the goals and objectives of the research project, in accessible and plain language as much as possible.*

The data obtained from the data collection will be used strictly for the purposes of this research.

**4.2 Methodology(s) used**

*In this section, describe the method(s) that will be used to collect the data needed for the research project (individual interviews, group interviews, observation, etc.).*

*Specify whether or not the interviews will be recorded.*

*Specify whether or not video recordings will be made.*

*Specify whether the researchers will use an interpreter (in this case a confidentiality agreement should be signed with the interpreter).*

The participant will have to take part in [number of sessions] of [length of sessions] during which he/she will have to answer the following material: questionnaire, directed or semi-directed interview, etc. The planned sessions will be: duration, dates and times of sessions] and will take place: according to the preference of the participants].

The participant will be invited to share [types of information/knowledge/practices] that he/she possesses.

**4.3. Nature of participation**

*In this section, describe what is expected of participants in the research project. What will their role be in a very concrete way? What will the participants be asked to do during the course of the project?*

You are invited to participate in [project name] research project led by [name of principal investigator] because of your knowledge in [specify areas of expertise that justify the individual's participation].

Your participation will consist of taking part in [specify data collection activities].

I consent, on a revocable basis, to audio recording: yes/no

I consent, on a revocable basis, to the video recording: yes/no

I consent, on a revocable basis, to be photographed: yes/no

I consent, on a revocable basis, to the release of the video data: yes/no

I consent, on a revocable basis, to the release of the audio data: yes/no

I consent, on a revocable basis, to the release of the photo data: yes/no

I agree, on a revocable basis, to transmit [information/knowledge/practices/material] in my custody: yes/no

**4.4. Duration of the research project**

*Indicate the start and end dates for data collection*

*Indicate the start and end dates of the research project.*

**5. Expected or potential advantages and disadvantages of the research project**

*Specify in this section the expected and potential benefits of the research project. These may be direct benefits to research participants or indirect benefits. Benefits may extend beyond the research participants.*

*Specify the expected or potential disadvantages of the research for the participants. These disadvantages should not be minimized. Measures to prevent and, where appropriate, redress these disadvantages should be proposed in this section (for example, confidentiality provisions).*

**6. Language(s) used**

*Specify in this section which language(s) will be used in the data collection from participants.*

The language(s) used in the research is left to the participant's choice.

*Where applicable, translation services will be at the researcher's expense (or as agreed to in the research agreement).*

**7. Rights of participants**

 **7.1. Principle of voluntary participation and right of withdrawal**

Participation in this research project is voluntary and the participant may withdraw at any time without giving any reason or suffering any prejudice whatsoever.

In this case, the data and seeds collected will not be used and will be destroyed.

**7.2. Respect for anonymity and confidentiality**

Your anonymity will be preserved if you wish.

In this case, no information that could identify you as a research participant will be used during the research project.

I wish to participate in the research project but I do not wish to be attributed the information I provide.

I would like to participate in the research project and I would like the shared information to be attributed to me.

**7.3. Right to review and interpret the data collected**

*In this section, specify the rights of the participants with regard to: 1- the reviewing of collection reports by the informants; 2- the reviewing of drafts of articles, reports or any other documents for the dissemination of research results integrating the collected data.*

*Specify whether this is a consultation with the participants or whether the latter will be able to modify the collected data (in principle yes, because the principle of voluntary participation allows for the withdrawal of data communicated).*

*Specify whether the participants have a right of interpretation on the data collected and the results disseminated within the framework of the project.*

**7.4. Access to results and feedback to participants**

*Clarify participant rights to access the research results*.

Participants will be informed of dissemination activities related to the project.

Participants who are interested in the research results will be invited to attend results presentation sessions at [location].

The results of the research project will be stored at [location]. Research participants will have free access to them upon request.

Each participant will receive a copy of the collection report (in paper, electronic or audio form).

Each participant will receive a copy of the final research report as well as documents for the dissemination of research results.

**7.5. Mention of the source of the data in the results**

Unless there is an express request for anonymity, the source of collected data contained in the research dissemination documents will be explicitly noted.

**7.6. Compensation**

*Specify in this section whether compensation or defrayal of participants is provided for. Research participants take time out of their schedule to answer questions for the researchers. They may also travel to meet with the researchers.*

**7.7. Restriction of use**

Yes No

Details: ...

The data collected will not be used for purposes other than those for which free, prior and informed consent has been obtained.

Any change in the use of the data collected will be subject to new free, prior and informed consent from you.

The data will not be shared with any third party who is not a party to the research project and who is not clearly identified at the time of obtaining your prior free and informed consent.

Transfer to third parties will only be possible with your prior free and informed consent.

**8. Place and duration of data retention**

*In this section, specify the location and duration of data retention.*

**9. Destruction of data**

*In this section, specify whether the data collected will be destroyed after a certain period of operation.*

**10. Dissemination of results**

*In this section, describe the modalities of dissemination of results (format and medium of dissemination).*

**11. Commercialization of results**

*Indicate in this section whether commercialization of the results is being considered. Indicate whether commercialization is likely and feasible.*

*Provide for renegotiation or benefit-sharing arrangements in the event of the possibility of commercialization of the data (in particular industrial property rights).*

*Specify that commercialization of the results (if not initially planned) will not take place without the prior consent of the research participants.*

**12. Subsequent use of collected data**

In this section, specify whether the data collected will (or may) be used after the end of the research project.

I authorize the use of the information/knowledge/practices I have provided for future research after consultation with me : yes/no

**13. Retention of results**

Specify where copies of the project data and results will be stored, if applicable.

A copy of the results will be deposited at [place of deposit].

I Accept I refuse

**14. Co-publication**

*Indicate in this section whether co-publication projects are being considered with participants.*

**15. Industrial property rights (in particular for projects in ethnobotany, ethnobiology and ethnopharmacology)**

*Specify in this section whether the designation of industrial property rights is possible and envisaged by researchers.*

*Where appropriate, specify the applicable rules:*

Researchers and their institutions undertake not to register industrial property rights without the prior consent of the participants in the research project.

Researchers undertake to recognize the contribution of research participants in the development of innovation and to involve them in the filing of industrial property rights (e.g. in the context of a patent as co-inventors and/or co-owners of the patent).

**16. Rights to collected information/knowledge/practices**

The information/knowledge/practices are entrusted for study to [specify institution(s) or person(s)] but remain the property of [participants/institution X].

**17. Project monitoring**

*Specify the mechanisms by which participants will be kept informed of the progress of the project.*

*Specify the procedures for participants to express any questions, concerns or problems they may have during the research project (specify the procedure and competent authorities for receiving this information).*

**18. Terms of reference applicable to the research project**

*Specify in this section the terms of reference applicable to the research project, for example: Tri-Council Policy Statement: Ethical Conduct for Research Involving Humans; First Nations Centre Considerations and Templates for Ethical Research Practices, (2007) Ottawa: National Indigenous Health Organization; First Nations Centre, OCAP: Ownership, Control, Access and Possession. Sanctioned by the First Nations Information Governance Committee, (2007) Assembly of First Nations. Ottawa: National Indigenous Health Organization; Assembly of First Nations of Quebec and Labrador, First Nations of Quebec and Labrador Research Protocol (2014), 2nd edition.*

I, the signatory, freely consent to participate in this research project entitled [title of project]

At… On…

First name, Last name of participant: Signature

Address, Phone number, e-mail

First Name, Last Name of Investigator: Signature

Address, Phone number, e-mail