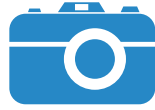# PLANNING A RESEARCH-PRACTICE PARTNERSHIP

Step 1: The Big Picture

Understanding Your "Why"
- What does your organization want to learn?
- Why do you want to learn this information?
- How will this information ultimately be used?

KNOWLEDGE

Your Context
What are your organization's values, including values related to diversity, equity, and inclusion?
- What do you need from your research partner to ensure these values are incorporated in this project?

VALUES

Understanding Your "Who"
Who are your organization's stakeholders for research?

How would your stakeholders answer the following?
- What does your organization want to learn?
- Why do you want to learn this information?
- How will this information ultimately be used?

STAKEHOLDERS

Information and Ownership
What information do you need from your research partner to make informed decisions? *(e.g., options for study designs and type of information learned)*

How will your organization prioritize sharing the information learned with those being researched?
- What do you need from your research partner to ensure this happens?

## POWER & EQUITY

PLANNING A RESEARCH-PRACTICE PARTNERSHIP
Step 2: The Details

✓ LEADERSHIP

- Who within your organization will be leading this partnership?
- Who will be the liaison with the external research partner? Is it the same person?
- What decision-making power does the liaison have and what support will they need?
- Who is responsible for managing the project? *(project plan, setting meeting times and agendas, etc.)*
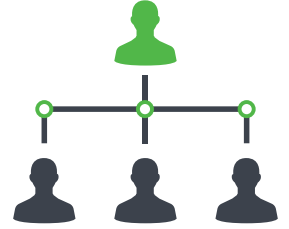
✓ STAFFING & CAPACITY

- What staffing resources will your organization be able to make available for this project? *(e.g., project liaison, study recruitment, data collection)*
- What staffing resources do you expect your external research partner to contribute?

✓ KNOWLEDGE & SKILLS

- What technical skills will your organization bring to the partnership? *(e.g., project management, study design, data collection, analysis, budgeting, fundraising)*
- What technical skills would you expect from your research partner?

✓ FINANCIAL

- How much is your organization willing and able to spend on a research partnership? *(e.g., staff time on project, recruitment materials, data collection materials, participation incentives)*
- How much do you expect your external research partner to contribute financially?
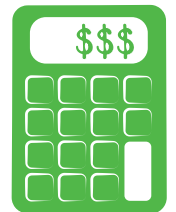
✓ TIMELINE

- Does your organization have a hard deadline of when need the research results by, or an ideal date of study completion?
- What needs to happen for that deadline to be met?

✓ OWNERSHIP & LEGAL AGREEMENTS

- What type of agreement is necessary to document the roles and responsibilities of this partnership? (and is it legally binding?)
- What is your ideal data-sharing agreement? Will your organization ultimately own the data?