

To collaborate or not to collaborate, that is the question.

Instructions: A research organization approaches you about joining them as a community partner for one of their approved research projects. Complete this checklist by answering the "Guiding Questions." Each guiding question has an explanation preceding it to help guide what to think about or consider when responding to the questions.

**Use the corresponding worksheets to conduct internal conversations and guide conversations with the research organization.**

|  | NO | SOMEWHAT | YES |
|--|----|----------|-----|
| <p><b>RISKS</b></p> <p>Do you feel confident you know what to do if something unexpected happens during the partnership? For example, if a study participant has a bad experience, discuss any resources or support needed with the research organization and make sure that those steps are in line with your organization and its mission.</p> |    |          |     |
| <p><b>GUIDING QUESTION:</b> Do you expect major risks for your organization or the people you serve if you were to take part in this project?</p>  |    |          |     |
| <p>Despite our best efforts, sometimes unfavorable or adverse events occur.</p>  |    |          |     |
| <p>Do you think there are risks for your organization in entering this partnership? (For example: reputation, staff burnout)</p>   |    |          |     |
| <p>Do you know what you should do if something unexpectedly goes wrong, like an adverse event occurs? (For example: what resources are available from your organization or the research organization to handle any adverse events?)</p>  |    |          |     |
| <p>If you join this project, will other work that your organization is doing be disrupted? (A "Yes" to this question would mean that you think a disruption would harm your work.)</p>   |    |          |     |
| <p>Do you understand what happens if the project's goals are not met?</p>  |    |          |     |
| <p>Do you believe your organization can overcome any challenges that arise during the project?</p>   |    |          |     |
| <p>Do you think this project will be accepted by the people you serve?</p>   |    |          |     |
| <p>Are there any conflicts of interest? (For example: are other partners or funders going to be in conflict in some way that it threatens existing partnerships, contracts, etc.?)</p>   |    |          |     |

**NOTES:**