

Partner and Participant Report (non academics)

PRIVACY NOTICE

SSHRC is subject to the [Privacy Act](#) 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 [Social Sciences and Humanities Research Council Act](#). 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 [Voxco website](#) for more information on its privacy practices. SSHRC remains accountable for protecting your personal information in accordance with the [Privacy Act](#). 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 ATIP-AIPRP@sshrc-crsh.gc.ca.

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 [SSHRC's Info Source chapter](#). 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 I access 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 [Office of the Privacy Commissioner of Canada](#) 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 [Access to Information and Privacy page](#) or contact SSHRC's Privacy Coordinator at 613-992-1058 or ATIP-AIPRP@sshrc-crsh.gc.ca.

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 non-academic 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 partner organization ([click here](#) to see definition)
- Participant/Team member on the grant (e.g. Co-director, Co-applicant, Collaborator)
- Other (please specify)

PRIMARY ORGANIZATION

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

- Not-for-profit, community-based, or philanthropic organization
- Industry / business/ private sector
- Canadian federal, provincial, or municipal government/school board
- Indigenous organization or community
- Foreign government
- Research institute/think tank
- 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

Development of project's research questions

Decision-making regarding research design/methodology

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?

Yes

- No
- Not applicable
- Don't know / No response

Has your organization received funds from the Partnerships Grant?

- Yes
- 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

Expected at the beginning Achieved to date

- 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

- | | | |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Increased sensitivity on the research subject |
| <input type="checkbox"/> | <input type="checkbox"/> | Increased visibility and/or reputation of my organization
(including social media mentions, web site visits) |
| <input type="checkbox"/> | <input type="checkbox"/> | Increased my professional visibility and/or reputation |
| <input type="checkbox"/> | <input type="checkbox"/> | Increased skills and/or research capacity within my organization |
| <input type="checkbox"/> | <input type="checkbox"/> | Increased community decision-making and problem-solving
capacity |
| <input type="checkbox"/> | <input type="checkbox"/> | Increased interest from public policy actors (including
conversations around public policy) |
| <input type="checkbox"/> | <input type="checkbox"/> | Economic, social or cultural benefits |
| <input type="checkbox"/> | <input type="checkbox"/> | Health benefits |
| <input type="checkbox"/> | <input type="checkbox"/> | Environmental benefits |
| <input type="checkbox"/> | <input type="checkbox"/> | None of the above |
| <input type="checkbox"/> | <input type="checkbox"/> | Don't know / No response |
| <input type="checkbox"/> | <input type="checkbox"/> | Other (please specify:) |

To what extent does your organization consider the collaboration to have been a success?
Please rate on a scale of 1 being lowest and 5 being the highest.

- | | |
|-------------------------------------|--------------------|
| <input checked="" type="checkbox"/> | Not at all |
| <input checked="" type="checkbox"/> | To a little extent |
| <input type="checkbox"/> | To some extent |
| <input type="checkbox"/> | 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
- No
- Unsure
- Not applicable

Optional - Use the space below to provide any other relevant input to SSHRC.

FEEDBACK

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.

- Yes
- No

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

 Minutes

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?

None

Yes, please explain.

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

Yes, please explain

No

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.

I have reviewed my responses and I am ready to submit my report.
