**Community-Based Research**

*Please complete this form and submit it in HSERA when your research involves conducting research procedures at community sites external to Penn (e.g., public places, community centers, shelters, places of worship, etc.). The Penn IRB recommends a collaborative approach to research that equitably involves all partners in the research process. A community site may be local to the Philadelphia area or it may be applicable to a community in a foreign country in international research. For further guidance, please review the Community Research Partners Guidance online here:* [*https://irb.upenn.edu/mission-institutional-review-board-irb/guidance/recruitment-and-consent*](https://irb.upenn.edu/mission-institutional-review-board-irb/guidance/recruitment-and-consent)*.*

1. **Please describe the sites where your research team will conduct the research.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Organization Name** | **Type of Organization** | **Location (e.g., City, State, Country)** | **Contact Person Name** | **Role within Organization** |
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1. **Please identify any community organization(s) (e.g., any of the above, Community Advisory Board, etc.) and/or individuals that have/will collaborate or assist with the execution of this protocol.**

Click or tap here to enter text.

1. **Describe the input or feedback from the community that has been obtained to design the research protocol, and how input will be maintained throughout the conduct of the study.**

Click or tap here to enter text.

1. **Describe the involvement (i.e., assistance/ collaboration) from community partners in the conduct of the protocol. In essence, if any community partners will assist with recruitment, enrollment, consenting, and/or conducting study procedures, please detail these activities that include their involvement. If this information is already thoroughly detailed in a standalone protocol, please reference the section number of the protocol.**

Click or tap here to enter text.

Note: if you are working with individual(s) from a community organization who is(are) engaged in human research activities (consenting, interacting, accessing identifiable research data):

* + 1. *Ensure human subjects research training is completed.* Community Partner HSR training is available online here: [http://cptraining.med.upenn.edu](http://cptraining.med.upenn.edu/). Provide certificates to the IRB for confirmation.
		2. *Individual investigator agreement between Penn and each engaged individual:* This form should be used when person is engaged but not affiliated with Penn and is not affiliated with an FWA institution, or the institution does not have an IRB through which a standard IRB Authorization Agreement can be executed. The engaged individual should sign the form which is available online here: <https://irb.upenn.edu/forms>.
1. **Are there any special conditions or vulnerabilities of the targeted population that you need to consider? If yes, please describe what measures are being implemented to ensure the protection of these subjects.** (examples might include but are not limited to: historically marginalized groups, homelessness, limited English proficiency, cognitive impairment, mental illness, disabilities, etc.)

Click or tap here to enter text.

1. **What are the potential benefits / incentives to the community organization/partners involved (e.g., capacity building, training, skills development)?**

Click or tap here to enter text.

1. **Please describe the plan for dissemination of the research results to the community organization(s) and/or the research participants involved.** Examples might include but are not limited to: quarterly newsletters, presentations of the research results, etc.

Click or tap here to enter text.