

## RESEARCH ROLES AND RESPONSIBILITIES

Version 2 – May, 2011

### What does it mean to be an Investigator?

An investigator is a member of a research team who is involved at the inception phase in grant writing and development. He or she typically makes an original intellectual, theoretical, methodological or practical contribution to the development of the project. He or she contributes a CV to the grant package and is a signatory on the grant.

The Principal Investigator is the person who holds ultimate responsibility for the project funds and operations. He or she is legally / contractually responsible to the granting agency for delivery of the final report and all interim reports on time and on budget. He or she is also responsible to his or her respective organization / university for the sound and ethical management of the project.

Once a project is funded, all investigators are recognized by the granting agency, and all have financial and instrumental responsibility for the completion and execution of the project. All investigators may expect to have involvement in decision making throughout a project.

For our CURA, we have two levels of investigators:

- Investigators on the original grant from SSHRC – the 9 university partners;
- Investigators on specific projects within the four teams. These are more focused, time-limited research initiatives (See Research Agenda for details of the specific projects planned for the duration of the CURA). Additional investigators have been recruited to the research teams for specific contributions or expertise.

### What does it mean to be a community partner?

Community partners are also involved in the project at every stage, from inception through execution and knowledge translation. They typically represent a membership / constituency in the community, and bring applied experience to the project team. Our community partners are representatives of the 6 major disability advocacy organizations.

### What does it mean to be an author?

An author is someone involved in an instrumental way in writing – a book, a manuscript, an article, a poster or presentation, a knowledge product. The first author is typically the person who prepares the first draft of a written product. As a courtesy, we typically invite all investigators to be authors on publications. We usually also invite the project coordinator to be an author on all publications, if he or she has had an original contribution to the project.

Decisions about authorship are made on the basis of original intellectual contribution to each paper or presentation. It should be understood that being an investigator does not necessarily entitle one to authorship without any meaningful contribution to the actual manuscript or presentation. The minimum requirement for authorship is to read and provide comments on the manuscript. More substantive contributions, such as writing a paragraph or section, may be requested by the first author. The order of authors on any publication or presentation is at the discretion of the first author.

The Principal Investigator is typically afforded the opportunity to author the first manuscript from a particular project. If he or she does not act on this within one year, any of the other investigators may

avail themselves of the opportunity to author a paper. The usual rules about authorship apply (see above).

#### Who owns the data?

All investigators on a project own the data, and may expect to receive a copy of the final data set. Once the first manuscript has been accepted for publication, each will have the opportunity to develop future research directions and research products from the data.

Access to the data by students or others may be offered on the consent of the investigators, and should be governed by a written agreement, such as the one appended. Non-investigators should understand that they are not owners of the data, but rather that they have access to it on loan. They are not entitled to keep a copy of the dataset or to use it beyond the purposes covered in the agreement.



**Confidentiality Agreement  
for the sharing of data from the study entitled:**

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To:  
From:  
Date:

I acknowledge that \_\_\_\_\_ University at \_\_\_\_\_ has in its possession, and with the authority to disclose and communicate to me in confidence, certain information from the database entitled, “ \_\_\_\_\_ ”, developed under the direction of \_\_\_\_\_.

I understand that this information will be given to me in order that I may complete a \_\_\_\_\_ thesis at the \_\_\_\_\_ (dept) at \_\_\_\_\_ University. No obligation of payment or of any other kind is assumed nor may be implied against me, other than that of treating the information as described below. Acceptance of the information by me shall not give me the right to use the information for any purpose other than for the thesis.

I agree that for a period of one year, I shall be granted access to the data set for non-commercial research purposes, and from the date of disclosure I will keep secret all particulars and descriptions of said data set, except I shall be free to use all technical information that:

- a. is known prior to the receipt of the said confidential information from \_\_\_\_\_; or
- b. lawfully is or becomes public knowledge through no default of this Agreement; or
- c. is provided to me by any third party with a bona fide right to do so; or
- d. is approved for release by written permission of the Vice Principal (Research) of \_\_\_\_\_ University.

I understand that I may not transmit this data in any form to another person, and I further agree that I will treat the information with the same degree of care to avoid disclosure of information to any other person, firm or corporation as I employ with respect to my own information of like importance which I do not desire to have published or disseminated.

Should any publications or presentations issue from the use of this data, other than the thesis itself, I agree to offer authorship or comparable participation to \_\_\_\_\_, on behalf of the original investigators. This agreement is to be effective for a period of one year from the date hereof, and shall be interpreted and construed in accordance with laws of the Province of Ontario, Canada. I undertake to return the complete data set to \_\_\_\_\_ University, including any and all derivatives therein, upon completion of this agreement (dd/mm/yyyy). This agreement may be amended upon written authorization of all parties.

By: \_\_\_\_\_

Dated at \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.