

# GUIDELINES FOR VISITING RESEARCHERS/ACCESS TO INFORMATION

*Approved by Chief and Council  
May 25, 2015*

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# 1 DEFINITIONS

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**Elder**- an Anishinaabe person recognized by the Curve Lake First Nation Chief and Council who is respected as a spiritual and/or cultural leader.

**Full Disclosure**- the practice of providing all material facts truthfully and completely to avoid any misunderstandings.

**Good Faith**- a sincere intention to deal fairly with Curve Lake First Nation.

**Research**- Collection of information for educational, personal, or professional purposes. This includes but is not limited to: university papers, secondary school papers, professional studies, etc.

**Researcher**- An approved professional academic or student coming to Curve Lake First Nation who has been granted permission to conduct research with Curve Lake First Nation archivists, or employees, and/or Curve Lake First Nation resources.

**Sponsoring Agency**- the organization for which the researcher is gathering information.

# 2 RULES OF CONDUCT

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Curve Lake First Nation welcomes visiting researchers and academics that are interested in committing themselves to gather information and conduct research. As part of the commitment of the interested parties, Curve Lake First Nation would expect that they would observe certain “Rules of Conduct” that will be followed and respected. These “Rules of Conduct” have been developed at the request of Curve Lake First Nation Council to protect the knowledge and history of the First Nation and its citizens.

Researchers should bear in mind that tradition dictates when they are approaching an Elder for guidance or assistance they should present the Elder a small offering of tobacco and/or a gift.

These rules will assist to outline the relationship between the visiting researcher and Curve Lake First Nation and the staff of Curve Lake First Nation.

1. Curve Lake First Nation will support the researcher with permission to conduct research on the First Nation and with any pertinent resources that it can offer to the visiting researcher.
2. The research must be of benefit to Curve Lake First Nation, both in its intent and its outcomes.
3. The researcher must acknowledge that they are entering into an agreement of Good Faith with no intention to present Curve Lake First Nation in an unfair or otherwise slanderous fashion.
4. The research will be conducted according to professional standards and ethics.

5. The interests of Curve Lake First Nation and the confidentiality of informants be protected with regard to the dissemination of original research data to any third party.
6. The researcher must act in a respectful manner to all Curve Lake First Nation Elders and employees at all times during the official research period.
7. The interests of Curve Lake First Nation are to be determined in consultation with the Curve Lake First Nation Council and are not to be a matter on unilateral assumption on the part of the researcher or his/her supporting institution.
8. Projects should lead to the dissemination of accurate and respectful descriptions of its heritage and culture, especially when their First Nation perspectives and interpretations are included in the presentation.

### **3 COPYRIGHT**

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Curve Lake First Nation may wish to retain copyright of both the research data and any publications, including papers presented in a public or professional forum, arising from the outcome of the research project. This consideration would depend upon the nature of the proposed project, the degree of professional assistance provided by Curve Lake First Nation or their concepts of ownership of certain kinds of cultural knowledge.

The matter of copyright and any restrictions will be discussed at the onset of the project. Any restrictions required by the researcher by any other institution or funding source should be made known to Curve Lake First Nation at the onset of the project to ensure that there are no outstanding issues or concerns prior to research being conducted.

### **4 REQUESTING PERMISSION**

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Visiting researchers wishing to conduct research on Curve Lake First Nation must follow the outlined procedures:

1. Prior to any research being conducted, a written proposal must be submitted to the attention of Curve Lake First Nation Chief and Council, 22 Winookeedaa Street, Curve Lake First Nation, Ontario, K0L 1R0. Telephone: 705-657-8045 Fax: 705-657-8708;
2. The proposal will include the following information:
  - a. Name, address and telephone number of the prospective researcher
  - b. Title of the research project
  - c. Detailed project description, to be based on the principle of full disclosure and to include:
    - i. Statement of research objectives;
    - ii. Proposed manner in which research will be carried out, including project phases and research methodology;

- iii. Purpose of the research;
  - iv. Intended/proposed application of research results;
  - v. Timetable for research;
  - vi. Research Project Budget;
  - vii. Consent Form.
- d. Name of sponsoring agency
  - e. Name of funding agency or agencies
  - f. Anticipated date of completion of project
  - g. Any known conditions of the research by sponsoring or funding agency

## **5 REVIEW AND APPROVAL PROCESS**

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Once the proposal has been received by Curve Lake First Nation Council it will be reviewed and discussed with appropriate staff if required, within a reasonable timeline. The visiting researcher may be requested to attend a Curve Lake First Nation Council meeting at the Council's discretion to discuss any questions or concerns that may arise.

The applicant will be notified via letter of Curve Lake First Nations decision and if approved, the name of a main staff contact within Curve Lake First Nation that will be able to assist the applicant or if not approved, any concerns or reasons for the denial of the project.

Curve Lake First Nation retains the right to approve or deny any project at their own discretion.

## **6 APPEAL OF DECISION**

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The applicant has the right to request to meet with Curve Lake First Nation Council if an application is denied to discuss any concerns that may have been raised within the denial letter.

Curve Lake First Nation will continue to retain the right to approve or deny the project at their own discretion.

## **7 FORMALIZATION OF AGREEMENT**

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Upon approval of the proposed application, Curve Lake First Nation will require a formal agreement to be in place with the applicant and Curve Lake First Nation. This agreement will govern the following:

1. Conduct of research within the First Nation;
2. Disposition and ownership of research data;
3. Copyright of resulting reports and publications.

Curve Lake First Nation will require that:

1. All originals of all tape or video recordings and field notes remain with or be provided to Curve Lake First Nation;
2. Copies of original research data not be disseminated to any third party, person or institution, without prior knowledge and consent of Curve Lake First Nation; and,
3. That Curve Lake First Nation be consulted prior to the publication or public presentation of any outcomes of the research project.