# Community Participatory Action Research (CPAR) Cohort 2: Training & Mentoring

## HEE South East

Application form

**Please read the accompanying guidance document before completing this form.**

**Please ensure all sections of the application form are completed below.**

Please submit your application to [**Publichealthschools.se@hee.nhs.uk**](mailto:Publichealthschools.se@hee.nhs.uk) by

**Thursday 13 April 2023, 12:00**

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| 1. **About your organisation *[max 50 words in each question]*** |
| 1. Name of organisation |
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| 1. Contact details: name of main contact |
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| 1. Contact details: email, phone, and website |
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| 1. Tell us about your organisation or group? How is it organised, what are the mission, aims and objectives? |
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| 1. How does this community research training and mentoring opportunity fit into your organisation’s priorities? |
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| 1. Tell us about the population or community your organisation serves? Who do you work with (include location, community characteristics like age, ethnicity and any issues around health inequalities) |
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| 1. **About this action research project *[max 100 words in each question and bullet points acceptable]*** |
| 1. Do you have an idea about an issue affecting your community that you want to look into? If so, tell us about it. There may be many issues you wish to explore, and you are unsure which is your community’s priority. This is ok, as it will be explored and defined in your research, but please give us an idea of what those issues are. |
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| 1. How do you think working with community researchers will bring value to your community and the issues you wish to research? (*For example, your community researchers have lived experience, and already have trust and respect.)* |
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| 1. How will your organisation support the community researchers and the community to share the research results and engage those who can bring change? |
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| 1. Briefly tell us what you wish to achieve as an organisation by being part of this training and mentoring programme to support community researchers. |
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| 1. **Your researchers *[max 100 words in each question and bullet points acceptable]*** |
| 1. If you know who your researchers are, please state what makes them suitable candidates? ([see note 3a](#_3_a))). If you have not yet identified them, please tell us when you will be able to do this. |
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| 1. **Strategic and partnership working *[max 100 words in each question and bullet points acceptable]*** |
| 1. How does your organisation connect with your local authority and Integrated Care Board (ICB)? If it does not, HEE will be able to link you with a strategic organisation. |
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| 1. What successes have you had as a result of your connections / links with your local authority and ICB? |
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| 1. **More about your organisation *[max 100 words in each question and bullet points acceptable]*** |
| 1. What practical support and equipment will your organisation make available for this project? (e.g., Wi-Fi access / IT equipment) ([see note 5a](#_5_a))) |
|  |
| 1. Does your organisation have the financial capability to support the potential costs required to fulfil this project? Please give details. ([see note 5b](#_5_b))) |
|  |
| About policies and other support:   1. Please list the policies your organisation has in place to enable this work, for example, GDPR, adult or child safeguarding. Does your organisation offer supervision or support to your staff/volunteers when doing any activity that might require ‘de-briefing’? |
|  |
| 1. Has your organisation carried out any research projects before? If yes, please give some details. |
|  |

If you have questions or wish to discuss your application, please contact [**Publichealthschools.se@hee.nhs.uk**](mailto:Publichealthschools.se@hee.nhs.uk)

**Application Guidance**

## 3 a)

Community Researchers will be individuals who is a part of the community where the research will take place. The community researcher will have local knowledge, be engaged with their community, and have some lived experience of the issues taking place. We welcome applications from those who are from ethnic minority groups or who work closely with marginalised communities.

Please tell us if there are learning or English language requirements so that the training and mentoring programme can accommodate specific needs. **Please ensure that this information is anonymised**.

It is important that the action-based research work is sustainable therefore we advise that there are a minimum of 2 (ideally 3) researchers per organisation.

## 5 a)

Whilst undertaking the research work with the community, your researchers may carry out interviews or hold focus groups. They will attend training sessions which will be online or in person. In all cases, researchers will require access to a laptop and Wi-Fi.

## 5 b)

Other costs: This may include your administrative costs related to invoicing, materials you may produce, or vouchers for community members who participate in the research. Some researchers may require travel reimbursement to undertake research work.