

# COMMUNITY-BASED RESEARCH CANADA CONVERSATIONS

## Centering Community in Community-Based Research



### Communities Empowered by Research Data: Tools and Best Practices



COMMUNITY  
RESEARCH  
DATA  
TOOLKIT

*With...*

Danica Evering and Subhanya Sivajothy

**April 9th<sup>th</sup>, 2026 | 12:00 - 1:00 PM ET**

# Welcome | Bienvenue | Boozhoo

We respectfully acknowledge that the Community-Based Research Canada (CBRCanada) Secretariat is located on unceded land promised to the Six Nations of the Grand River in the Haldimand Treaty of 1784, and on the traditional territory of the Attawondron (Neutral), Anishinaabe and Haudenosaunee peoples. CBRCanada stands with First Nations, Métis, and Inuit communities and is committed to embracing Indigenous knowledge systems and Indigenous-led research to advance justice and reconciliation.



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Community Based Research Canada

# Guests:

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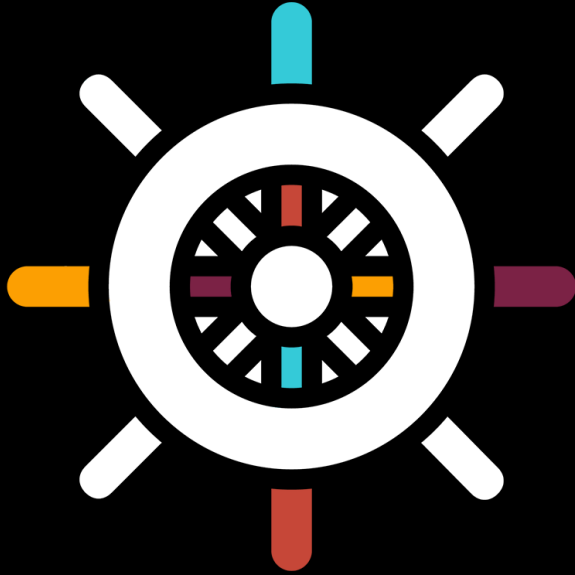
Danica Evering

Research Data Management Specialist  
McMaster University

Subhanya Sivajothy

Data Analysis and Visualization  
Librarian

McMaster University



# COMMUNITY RESEARCH DATA TOOLKIT

**April 9, 2026**

Danica Evering, Research Data Management Specialist  
Subhanya Sivajothy, Data Analysis and Visualization Librarian

# Outline



Setting the table - Research Data Management (10 minutes)



Roles and responsibilities (5 minutes)



Data Management Plans as conversations (5 minutes)



Data deposit and sharing (5 minutes)



Case study + discussion (5 minutes)

# Learning Objectives

**By the end of this workshop, you will be able to:**

- Summarize research data management best practices and what Data Management Plans and data deposit look like in community-based research;
- Find available tools, training, and guidance for managing community research data; and
- Consider if the tools are a good fit to support community control of data in your work.



 **Land  
Acknowledgement**

McMaster University is located on the traditional territories of the Mississauga and Haudenosaunee Nations. Settlers have responsibilities under the Silver Covenant Chain Wampum, part of the 1764 Treaty of Niagara.

Georgia Kirkos, "Blooming Flowers," May 6, 2019, McMaster University, Hamilton, Ontario, Canada.

# Community Research Data Toolkit

This toolkit introduces communities and the organizations and researchers who collaborate with them to concepts of research data management—such as data management plans and data deposit—to support their work.

It is also a collection of **guidance documents** we made together with **templates** and **examples** for data management plans; roles and responsibilities for researchers, community members, and data professionals; and options for where data lives in the long term.



# What counts as “research data”?

Information or materials that are used as evidence in research and scholarly work.



		2023-05-09 10:05	MCG_001	0.394381	7.452087	0
4	3	2023-05-09 10:05	MCG_001	0.394381	7.452087	0
5	4	2023-05-09 10:06	MCG_001	0.444642	0.858403	0
5	5	2023-05-09 10:06	MCG_001	0.684542	6.038661	0
7	6	2023-05-09 10:07	MCG_001	1.332544	14.29202	0
3	7	2023-05-09 10:07	MCG_001	1.431062	14.00633	0
3	8	2023-05-09 10:08	MCG_001	1.114414	7.702386	0
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1	10	2023-05-09 10:09	MCG_001	0.97043	38.50039	0
2	11	2023-05-09 10:09	MCG_001	0.691576	4.583931	0
3	12	2023-05-09 10:10	MCG_001	0.483963	13.99204	1
4	13	2023-05-09 10:10	MCG_001	0.354242	10.55881	1
5	14	2023-05-09 10:11	MCG_001	0.199756	0.725879	1
6	15	2023-05-09 10:11	MCG_001	0.102357	0.658201	1
7	16	2023-05-09 10:12	MCG_001	0.16149	2.02036	1
8	17	2023-05-09 10:12	MCG_001	0.085709	0.846466	1
9	18	2023-05-09 10:13	MCG_001	0.024841	0.225617	1
0	19	2023-05-09 10:13	MCG_001	0.098602	0.79793	1
1	20	2023-05-09 10:14	MCG_001	0.1185	0.140091	1
2	21	2023-05-09 10:14	MCG_001	0.18612	0.10714	1
3	22	2023-05-09 10:15	MCG_001	0.093189	0.716232	1
4	23	2023-05-09 10:15	MCG_001	0.176302	0.826936	1
5	24	2023-05-09 10:16	MCG_001	0.098325	0.416565	1
6	25	20				
7	26	20				
8	27	20				
9	28	2023-05-09 10:18	MCG_001	0.14282	0.363364	1
0	29	2023-05-09 10:18	MCG_001	0.027870	1.510250	1

Data for Blanding's turtle (*Emydoidea blandingii*) behavioural states from multi-sensor bilogger data McMaster Dataverse



surveys and  
focus groups



research-creation  
and community art



administrative  
+ statistics



oral histories  
and interviews

# What counts as “research data”?

Information or materials that are used as evidence in research and scholarly work.

Top to bottom: Rachel Glaves, "Collage party at Million Fishes," CC-BY 2.0: <https://www.flickr.com/photos/pepperlime/3227196507/>; Christina WOC in Tech via Unsplash; Eberhard Grossgasteiger on Unsplash.

**What does your research data look like?** *Interviews, surveys, administrative data, Statistics Canada, focus groups, art, photos, zines, Open Government*

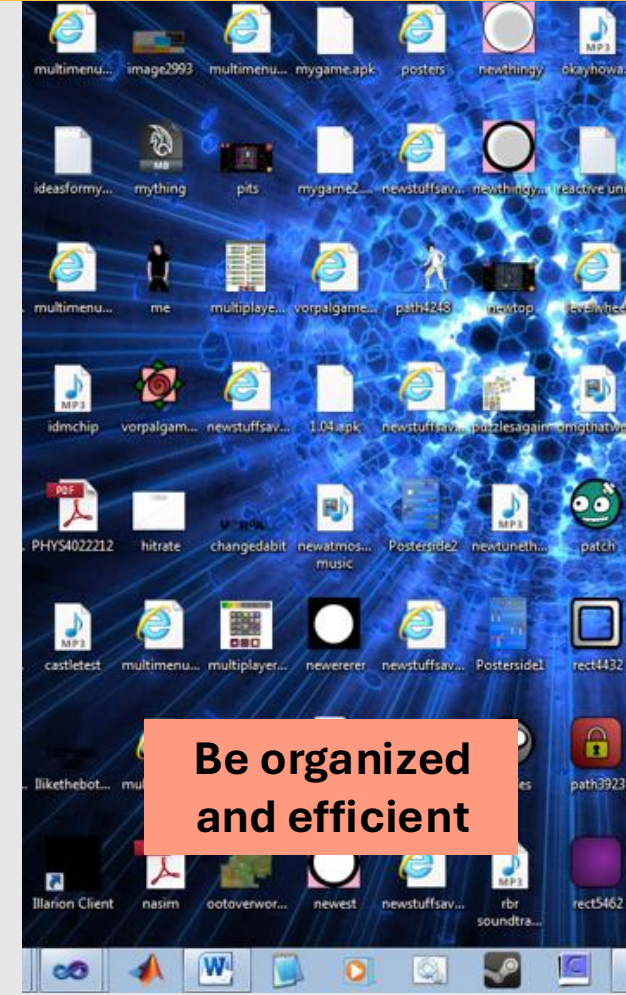
# What are our goals with RDM?



**Avoid losing data**



**Be prepared**



**Be organized  
and efficient**



**Community  
ownership**

Left to right: The Big Lunch, "The Big Gay Lunch Belfast," Flickr, 2 May 2013, CC BY-NC-SA 4.0; NIAID, "Clinical Trial Volunteer Signs Informed Consent Form," Wikimedia Commons, CC BY 2.0, ritvsihu45, "Citizen delegates participated in moderated discussion groups," Wikimedia Commons, CC-BY-SA 2.0

# Research Data Management activities



## Planning

- Creating a **data management plan**
- **Finding** existing data
- Obtaining systems and software for managing data



## Data collection and analysis

- **De-identification** of personal information
- **Organizing** data efficiently
- **Documenting** data effectively
- **Storing** data securely



## Knowledge Sharing

- Preparing data for **archival** and sharing
- **Publishing** data and providing access to communities and other researchers

# From Neighbourhood Organizations to Large Non-Profits



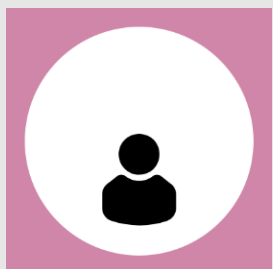
## Small Org

- *Ex: neighbourhood network, ad-hoc group organizing against hate, tiny nonprofit*
- 1-5 staff
- May have board committees or volunteers



## Large Org

- *Ex: YWCA, Good Shepherd, school board*
- Established IT teams and infrastructure
- Formal bylaws, procedures manuals
- May have staff time available



## No Org

- *Ex: group of refugees from one country, queer community with small groups, social spaces*
- 0 staff
- May need to rely on a third-party like a library, another organization, the university for infrastructure.



# Roles and Responsibilities in Research Partnerships

*Subhanya Sivajoathy; Melissa Cuthill; Neha Gupta; and Keshav Mukunda*

## Institutional Power and Relationship Dynamics

Stemming from previous institutional histories and events, community-researcher partnerships can be impacted by mistrust and can be further reified by researcher behaviours and communication styles.

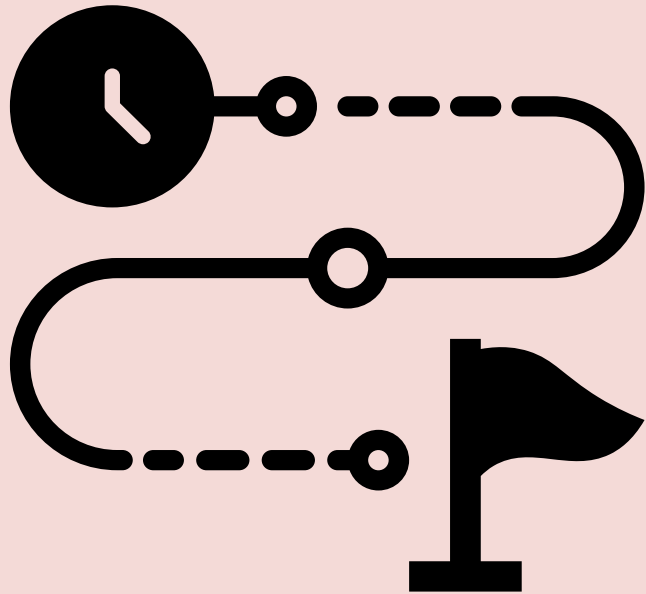


Source: Gardening across generations by d-olwen-dee  
<https://flickr.com/photos/52271725@N07/8201694319>.



## Trust as an Ethical Construct

Critical reflective trust as “being at the place in a relationship where mistakes and other issues resulting from differences can be discussed and resolved” (Lucero, 2018)



Created by Anggara Putra  
from Noun Project

## 1. Before Research

- Setting transparent parameters and clear agreements
- Communication Guidelines

## 2. During Research

- Feedbacks and Check-ins
- Discuss challenges

## 3. After Research

- Data Dissemination
- Assessment and Future Collaboration

Responsibilities and Resources	
Who will be responsible for the care and maintenance of this information?	
Who will be responsible if that person or people need to step back for whatever reason?	
What will we need in terms of resources for this?  (e.g., extra hard drives, training for team members, digitization, etc.)	
Do we need to apply for any additional funds or allocate someone's time towards this?	



COMMUNITY  
RESEARCH  
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TOOLKIT

### [Project Name] Community Protocols

#### Before research

Question	Response
Has the community partner been approached about a research project before or after a grant has already been submitted?	
How will the research relationship, as well as research data, be beneficial to both parties?	
What is informed consent for you as a participant, community member, or community organization?	

Centre4 Art and Research DMP Template  
<https://zenodo.org/records/10651058>



<https://rdm.mcmaster.ca/>  
 rdm@mcmaster.ca



# Data management plans can be conversations to build trust

*Isaac Pratt, Anneliese Eber, Cathy Paton, Kaelan Caspary, Template for Building a Data Management Plan through Conversation (McMaster University, 2025), <https://doi.org/10.71548/MZH6-A877>.*



Sophie von Maltzan, "Socially engaged art performance in the Liberties in Dublin 2022.png," in Wikimedia Commons, 5 December 2022, [https://commons.wikimedia.org/wiki/File:Socially\\_engaged\\_art\\_performance\\_in\\_the\\_Liberties\\_in\\_Dublin\\_2022.png](https://commons.wikimedia.org/wiki/File:Socially_engaged_art_performance_in_the_Liberties_in_Dublin_2022.png) – CC BY-SA 4.0

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# Data Management Plans

A Data Management Plan (DMP) describes how you will create, store, organize, document, secure, preserve, and share your research data.

SSHRC: Partnership Grants - Stage 2 (Pilot – 2022-23)



## Queer Data Management Plan Example

Danica Evering, Alexis-Carlota Cochrane, and Subhanya Sivajothy, reviewed by Isaac Pratt

This is an example DMP for a fictional research project by queer and gender diverse researchers conducting a project within our community. It is led by Co-Principal Investigators (Co-PIs) from a community organization and university. This example uses the [Template for building a Data Management Plan through conversation](#)<sup>1</sup> from the [Community Research Data Toolkit](#).<sup>2</sup>

### 1 | Data collection

What is the “data” in this project? What will we collect? Whose consent or approval do we need to collect the data for this project? Do we need ongoing consent? Is there anything we are reusing?

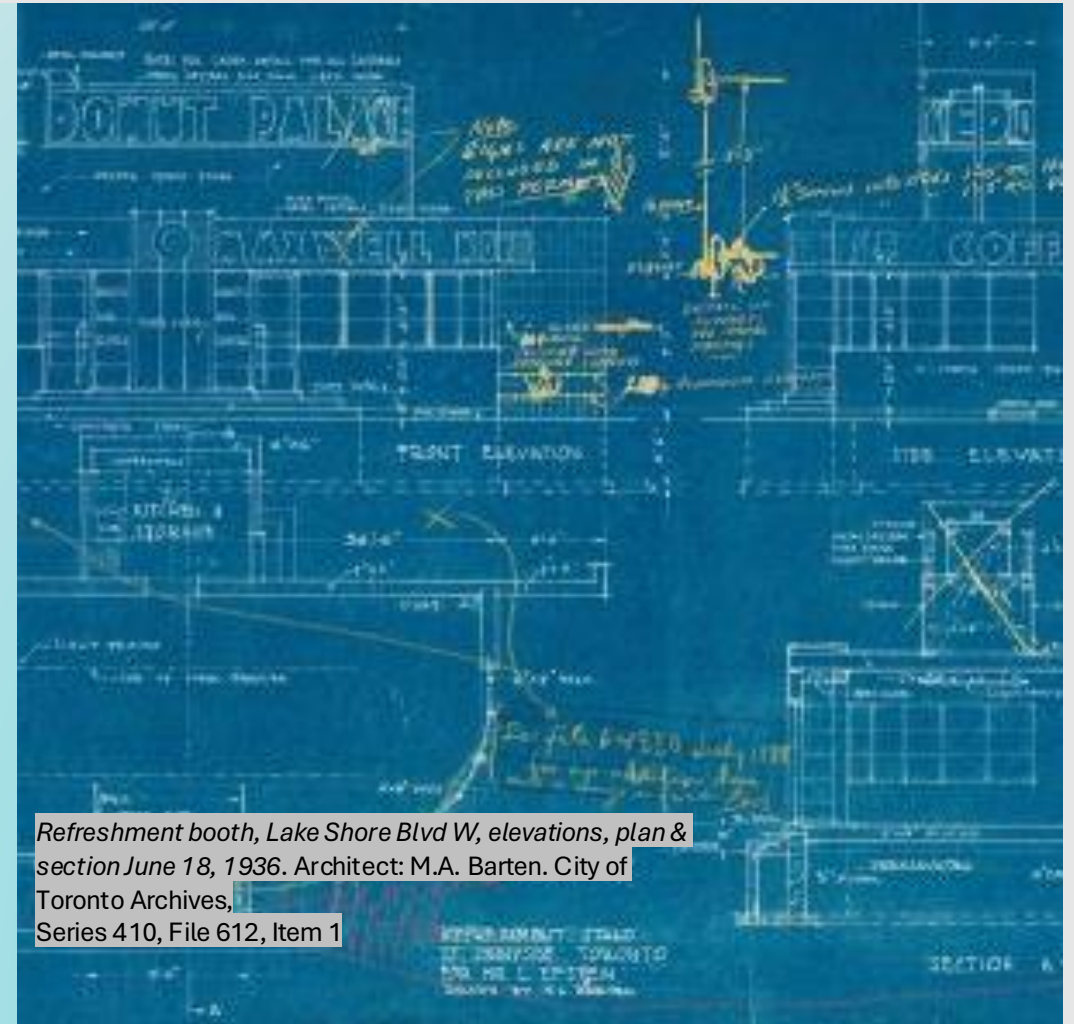
Data Type	Data Sources	File Formats	Software	Size (30 GB)
Audio	Interviews with trans and gender diverse community members	.MP4 (oral histories), .txt, .docx (transcribed), .txt (archival)	Zoom (interviews/transcription), Taguette (analysis)	10 interviews, 30 minutes each, 15 GB
Survey	Community participants	.xlsx (for data review), .csv (archiving)	LimeSurvey (collection)	200 KB
Text and image	Zines created during Trans Day of Visibility event	PDF scans	Tropy (analysis)	30 zines, 6 MB
Audio	Field recordings collected at soundwalk	.wav (active research), FLAC (archival)	Audacity	10 GB
Archival	LGBT2SQ+ Community Archive at Hamilton Public Library	PDF scans	Tropy (analysis)	1 GB

Evering D, Cochrane AC, Sivajothy S, 2026, Queer Data Management Plan Example, developed using the [Template for building a Data Management Plan through conversation](#)

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[rdm@mcmaster.ca](mailto:rdm@mcmaster.ca)

# What are DMPs *for*?

- Start a project on a solid footing
- Define each person's responsibility to the project data
- Standardize data practices for your project
- Figure out the technical bits – storage, access, software, etc
- Write out responsibility charts and contingency plans
- An opportunity for funders to ask researchers to follow best practices



Refreshment booth, Lake Shore Blvd W, elevations, plan & section June 18, 1936. Architect: M.A. Barten. City of Toronto Archives, Series 410, File 612, Item 1

# Why build a DMP for a community project?

- An early opportunity to clearly address community needs/goals
- A place to clearly outline processes for two-way accountability between researcher and community
- Define the distinct roles for communities and researchers with regards to the data

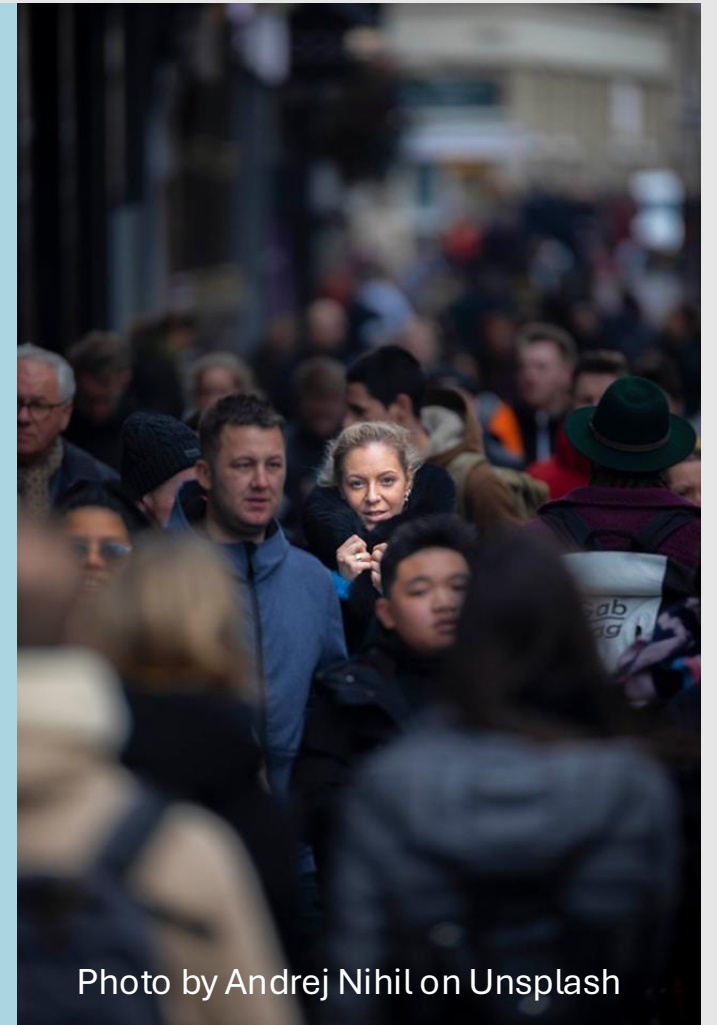


Photo by Andrej Nihil on Unsplash

# ***What's in the Toolkit***

1. **Template for building a Data Management Plan through conversation**

The first part of the toolkit is a framework for building a data management plan as a conversation.

2. **Data Management Plan Guidance: Data management in action**

The second part provides additional context, inspiration, and examples for how you might plan your work.



Georgia Kirkos, McMaster Welcome Week 2019



## Data deposit can be an act of community care + control

*Amber Gallant, Niloofar Hooman, Lucia Constanzo, Mikala Narlock, Tracy Sallaway, "Data Deposit, Sharing, and Archiving," in Community Research Data Toolkit, ed. Danica Evering and Subhanya Sivajothy, 2025.  
<https://doi.org/10.71548/7MP6-FN45>.*

Ross Burgess, "Trans Pride 2014 QTIPOC Brighton," in Wikimedia Commons, 26 July 2014,  
[https://commons.wikimedia.org/wiki/File:Trans\\_Pride\\_2014\\_QTIPOC\\_Brighton.JPG](https://commons.wikimedia.org/wiki/File:Trans_Pride_2014_QTIPOC_Brighton.JPG) – CC BY-SA 4.0

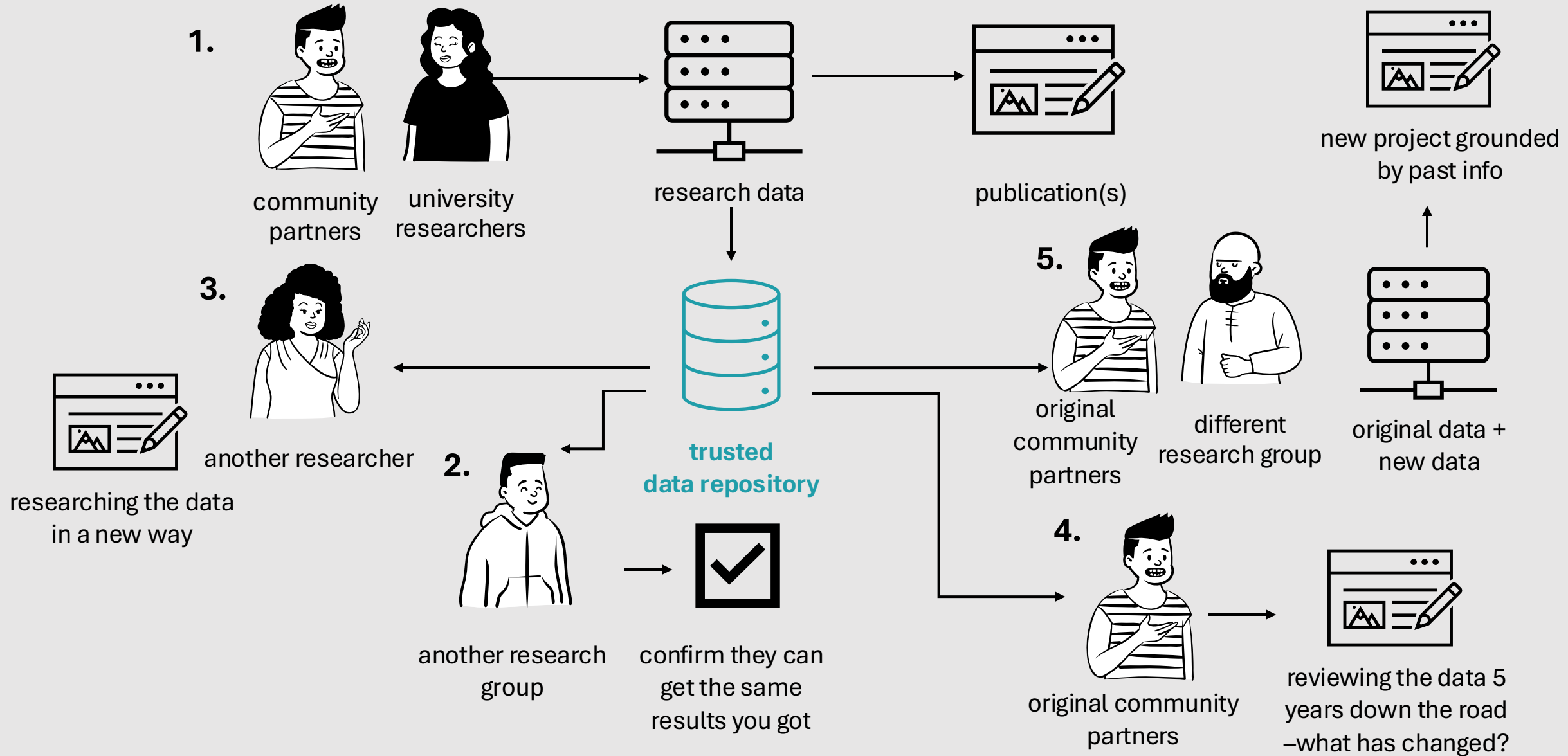
# Data Deposit

A **data repository** is a web platform and storage space for researchers to deposit data sets associated with their research. This can be a place to store and **archive data**, make it easier for other people to find, or support “open research.”

Updates to TCPS2 around “broad consent” for data sharing as well as the Tri-Agency RDM Policy.



The screenshot shows the Borealis data repository interface. At the top, the Borealis logo is visible. Below it, the dataset title "Sexuality" is displayed. A "License/Data Use Agreement" section shows the CC-BY 4.0 license. There are tabs for "Files", "Metadata", "Terms", and "Versions". A search bar is present with the text "Search this dataset...". Below the search bar, there are filter options: "Filter by File Type: All" and "Access: All". There are also checkboxes for "Group by Folder" and "Group by Tag", and a "Sort" dropdown menu. The main content area shows a list of files under the heading "1 to 4 of 4 Files". The files listed are: "README.txt" (Plain Text - 3.3 KB, Published Apr 3, 2024, 32 Downloads, MD5: e04...dea), "SexInCanada2018\_csvformat.tab" (Tabular Data - 4.6 MB, Published Apr 3, 2024, 41 Downloads, 298 Variables, 2303 Observations UNF:6:vx1...aeA==), and "SexInCanada2018\_stataformat.tab" (Tabular Data - 1.9 MB, Published Apr 3, 2024, 10 Downloads). Each file entry has a checkbox on the left and a download icon on the right. A yellow highlight box at the bottom of the screenshot contains the following text: "Fetner, Tina, 2024, 'Sex in Canada full dataset', https://doi.org/10.5683/SP3/RCXIBM, Borealis, V1, UNF:6:SB+5LR6YepK2jtJNs3hvaw== [fileUNF]".





Data is not available for reuse

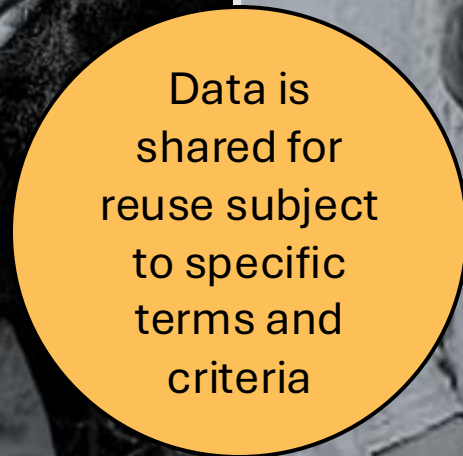


Diagram by Tracy Sallaway, "Data Access Committees," in *Community Research Data Toolkit*, 2025.  
<https://doi.org/https://doi.org/10.71548/cjk4-gs68>  
Penny 12, "Eva & Adele being interviewed by ArtStars\* TV host Nadja Sayej at Vienna Art Fair in 2011." CC-BY-SA 2.0, Wikimedia Commons

# Tools for Community Control

- **Data Access Committee:** group responsible for reviewing dataset requests and granting access - Terms of Reference Template.
- **Data Access Terms + Data Use Agreements:** How will users be eligible? Defining purpose of use, security, acknowledgement and publication, how to share data back, legal details.
- **Open Access:** Online platform with open access to datasets, Creative Commons License



ritvsihu45, "Citizen delegates participated in moderated discussion groups," Wikimedia Commons, CC-BY-SA 2.0

# Case Study for Discussion

A group of queer and gender diverse researchers are conducting a project within their community. It is led by Co-Principal Investigators (Co-PIs) from a community organization and university. They will be gathering **oral histories** with trans and gender diverse community members, **zines** created during an event, a community **survey**, and **archival materials** from the local public library. There is some administrative data that could be used for the project. Previous surveys have been targeted by bot attacks, leading to unusable data.

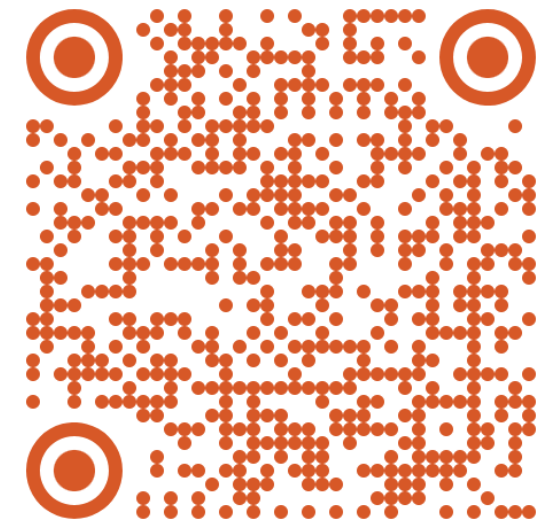
The organization is a small nonprofit advocacy group who also serves to develop research, education, and outreach to help queer communities navigate social support systems. They are a registered charitable organization, with 5 staff members, a board of directors, and a membership and volunteer system. They also have a wider community of people who are involved in projects, events, and research initiatives.

*Please get in touch!*

[rdm@mcmaster.ca](mailto:rdm@mcmaster.ca)

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<https://u.mcmaster.ca/datatoolkit>





# Discussion

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COMMUNITY-BASED RESEARCH CANADA CONVERSATIONS

Centering Community in Community-Based Research

**Centering Community  
in Homestay Hosting:  
Supporting Displaced  
Ukrainian Women in  
Toronto**

*With...*

Dr. Areej Al-Hamad, Mr. Jalal Nazari, and Dr. Kateryna Metersky

**May 21<sup>th</sup>, 2026 | 12:00 - 1:00 PM ET**



# Thank You!

[www.communityresearchcanada.ca](http://www.communityresearchcanada.ca)



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