

Community Sharing Agreement

Agreement Purpose

If your proposed project involves collaboration between two communities, we recommend that you take time to discuss how the collaboration is going to work with the team members from each community. We have created a sample Community Sharing Agreement template that you can use to help guide your discussions and plan how you will collaborate. Feel free to include this agreement or any other agreement you create with your completed funding application. This Agreement is **not required** and is only intended as a helpful tool that you can choose to use if it is beneficial to you.

Agreement Content

In addition to the information outlined in the template on the next page, consider including the following information (if relevant) in your Agreement:

- Which community will be doing recording?
- Which orthography will you be using?
- How will information be shared between your teams? What kinds of information will need to be shared between your teams?
- Will your teams have meetings to keep up to date on each other's work? How often will you meet? Where will you meet (e.g. via phone, Skype, or in person)
- Whose equipment will you be using? If additional equipment is needed, who is it needed for and who will be purchasing it?
- How will you clarify that ownership of the information captured in the archives is shared by both communities?
- Who will have final approval for publishable entries?
- Will the archive be private or public?
- Who will host the Community Sharing Meeting (at the completion of the project)?

For additional support, direct your inquiries to:

Contact Name: Kyra Fortier, FirstVoices Coordinator/Trainer
Mailing/Courier Address: 1A Boat Ramp Road Brentwood Bay, B.C. V8M 1N9
Telephone: (250) 882-8919
Email: kyra@fpcc.ca
Website: www.fpcc.ca

Community Sharing Agreement Template

Who is the agreement made between?

Click or tap here to enter text.

Who will be the Language Administrator from each Community?

Click or tap here to enter text.

Will the Language Administrators share responsibilities for administration of the project (if so, how) or will there be a lead administrator appointed?

Click or tap here to enter text.

Will this project modify an existing Community Portal and/or Language Archive, or establish a new one?

Click or tap here to enter text.

What will you name your shared archive?

Click or tap here to enter text.

How will you represent both communities in the Community Portal and/or Language Archive?

Click or tap here to enter text.

If dialect/community information will be included in the words or phrases archive (i.e. labeling word entries with dialect information), how would you like to see this information represented?

Click or tap here to enter text.

To which Community will funding be payable?

Click or tap here to enter text.

What other considerations need to be made for sharing work and information?

Click or tap here to enter text.

Name

Signature

Date

Name

Signature

Date