 Participant Information Sheet

SAIL Feasibility Study

**Invitation paragraph**

You are being asked to take part in this research because you are developing a community-based initiative as part of the SAIL Project. It is the role of the Bournemouth University Team to gather data on the various projects and use this to develop the feasibility study which will also involve the creation of a set of case studies. These will be made publically accessible so that others can learn from the experiences of the SAIL Project Team.

The BU Team will gather data for the Feasibility Study in two ways. The first and main method is through the WiKi pages for your project. The second method of data collection could be through an interview with you which would be audio recorded. The focus of these interviews will be to gather further information on your projects based on the information that you have already supplied. It may be that the interviewer seeks to clarify some of the content that you have already supplied or to explore a particular aspect that you have highlighted in your WiKi entry.

**Who is organising/funding the research? (If applicable)**

The SAIL project is funded by the EU and Bournemouth University is responsible for delivering one part of the project which is the Feasibility Study.

**What is the purpose of the project?**

The purpose of the Feasibility Study is to gather from all the projects knowledge of their experiences during all four phases of the project: Explore, Design and Develop, Test and Evaluate. The data gathered from all the projects will be analysed and used to develop learning about how social innovation projects might be effective in developing and delivering community-based projects that support older people to stay active and independent for longer. This would also include information not only about the projects, but influential factors within the area that supported the project and other contextual information which might establish whether particular projects might be transferrable and under what circumstances.

**Why have I have been chosen?**

You have been asked to take part because you are involved with one of the social innovation projects being created as part of the SAIL research programme.

**What would taking part involve?**

You will be asked to complete a set of questions for each phase of the project. The questions are to be found on the WiKi page created for your project and for each question there is guidance in terms of the types of information that we would like contained within your response. In addition, you may be asked to be interviewed and the interview audio recorded. Any interview would be based upon the information that you have already supplied to the WiKi and the purpose would be to clarify information which you had already supplied or to further explore an issue that you have highlighted as part of your response on the WiKi page.

**Do I have to take part?**

Collection of the EMM data is a key aspect of the SAIL project and required for completion of the project. Whilst you can decide not to enter the data requested, you are reminded that this would have implications for all other partners, as this task is part of the agreed deliveries under the current contract and is subject to SAIL terms & conditions.

You may also be invited to take part in an interview and it is up to you to decide whether or not to take part. If you do decide to take part in an interview, you can withdraw during the interview at any time and without giving a reason and we can remove any data collected about you from the study. Once the interview has finished you can still withdraw your data up to the point where the data has been analysed and has become anonymous, so you identity cannot be determined.

**What are the advantages and possible disadvantages or risks of taking part?**

The advantage of gathering data from all the projects is that it will offer a better understanding of how social innovation projects can be developed and operated within a community. The more data we can gather the greater the insight we will gain and thus this body of knowledge can be shared to inform people wishing to develop similar projects to support older people.

**What type of information will be sought from me and why is the collection of this information relevant for achieving the research project’s objectives?**

All the information sought is based upon the information that you are gathering about your project. The Feasibility Study will be collecting summarised and anonymous data about your participants and also operational data. This may include information about partnerships you have made to deliver the project or organisations that have supported the project by providing publicity or in kind support such as a venue.

**Will I be recorded, and how will the recorded media be used?**

If you are asked to do an interview then this will be audio recorded and later transcribed for analysis.

**How will my information be kept?**

The data collected will be kept in accordance with current Data Protection legislation and retained only for as long as necessary for this project.

The data gather will be used to compile a series of case studies that would help other people like you set up and deliver similar projects for older people. These case studies will be presented on a public area of the SAIL website.

In addition, the SAIL project will be publishing in peer reviewed journals and presenting at conferences. These presentations will be using the findings from this study which will be based upon the data supplied to the WiKi pages and any interview data from those delivering the project.

**Contact for further Information**

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**Tel: 01202 962789; email: hcrossen@bournemouth.ac.uk**

*In case of complaints*

If you have any concerns about this research either now or in the future, you can contact:

Prof Vanora Hundley

Deputy Dean - Research and Professional Practice, Faculty of Health & Social Sciences at Bournemouth University

Prof Hundley may be contacted using the following email address: [researchgovernance@bournemouth.ac.uk](mailto:researchgovernance@bournemouth.ac.uk)

**You will be given a copy of this information sheet to keep for your own reference.**