

Tribal partner will be assigned a SWO Mentor account for the following notification purposes:

- ⇒ Protocol submitted for review
- ⇒ Communicate with researcher & Research Office if necessary
- ⇒ Protocol review status, including permit offered
- ⇒ Amendment submitted for review & resulting determinations
- ⇒ Adverse situation has been reported and resulting action taken
- ⇒ Deviation has been reported and resulting action taken
- ⇒ Pre-publication/presentation Requests submission & review determinations—Partner may share input for review consideration
- ⇒ Closeout process status & scheduled presentation —Partner may attend & share comments

Research is more than scientists in lab coats running tests. It also includes the following:

- Surveys and questionnaires
- Interviews and focus groups
- Analyses of existing data or biological specimens
- Epidemiological studies
- Evaluations of social or educational programs
- Cognitive and perceptual experiments
- Medical chart review studies

The current mission of the Sisseton-Wahpeton Oyate Research Office is to enhance the tribal research infrastructure by continuing to build the research review capacity, education through community engagement, and exercising tribal sovereignty through research data management. The main objective of the Tribal Research Office is to improve the overall status of all Tribal members through relevant, tailored, and culturally sensitive research as outlined in the SWO Code Chapter 77 – “SWO Research Code.”

Website:

The Research Office's website is located at www.swo-nsn.gov. Follow access path:

- 1) Hover over the 'Departments' tab ➡
- 2) 'Department of Education' link ➡
- 3) 'Research Office' webpage

The website contains the following :

- History and authority of the Research Office
- List of the current research projects
- Link to the Research Codes
- Local Research Review Board members
- Other helpful information



sworesearch@swo-nsn.gov



(605) 698-8411 Direct Line



SWO Research Office

Research Partner Guide

Located in the Tribal Administration Building,
Ska (White) Quadrant, in the Education Suite



<http://www.swo-nsn.gov>



**P0 Box 509
Agency Village, S.D. 57262**

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SWO Tribal Partner's of Research

Researchers intending to collect data regarding the SWO of the Lake Traverse Reservation must find a collaborating Tribal entity – agency, program, department, etc. before pursuing LRRB review.

Initial Application Checklist

All new applicants must complete the initial application for review of their research proposal by the Local Research Review Board (LRRB). Research proposals and new applications must contain (at least) the following items to be considered complete.

- ☐ Cover letter attached
 - ❖ Must also include a short abstract of no more than 200 words (specifically labeled).
 - ❖ If approved project, this abstract will be entered on our Research Office's website.
- ☐ The Tribal Entity Letter of Partnership, letter or LOP fillable form, is attached (e.g. Tiospa Zina Tribal School, Office of Environmental Protection, SWO Head Start Program, SWO Health Administration).
 - ❖ This is needed *prior* to pursuing a review from the LRRB as a cooperating partner.
 - ❖ The pre-review process by the Research Specialist/LRRB Coordinator will not initiate until documentation is received.

Tribal Partner Specifications:

- ⇒ Delegate an official research partner contact person > to be assigned an Mentor account
- ⇒ Submit a signed & dated *Letter of Partnership*, **not** a letter of support
- ⇒ If necessary, send notice of change of partner contact person to the Research Office

Researchers may need to submit letters of support from other entities. Research partner might assist with reaching out to other entities for these letters.

Investigator Guidelines (As found in the SWO LRRB Policy and Procedures Manual):

Research proposed by researchers to study on the Lake Traverse Reservation must first be approved by the collaborating Tribal entity, agency, program/department, etc. before pursuing LRRB review. Documentation must be provided in the submitted research proposal packet in the form of a letter or resolution on official departmental or tribal letterhead. Refer to the LRRB Initial Application Checklist.

Researcher	Partner
Find tribal entity partner for research study, with understanding that entity may request changes to proposed protocol prior to submitting application.	Review research proposal & offer changes to goals & questions so to better align with entity objectives if necessary, or decide not to partner on project.
Confirm partnership by obtaining a letter of partnership from delegated tribal entity authority.	Provide partners name, title, & work email in letter for SWO's Mentor research hub account activation.
Involve partner in discussions regarding possible Amendments to approved protocol.	Agree with or negotiate proposed Amendments to approved protocol.
Report Adverse Event as soon as aware per LRRB Policies & Procedures. Notify partner of situation & involve partner in necessary deliberations.	If made aware of an Adverse Event, prior to researcher, direct person/people to appropriate research team member or ask them to write their concern down to be given to the researcher.
Report Deviation from protocol immediately per LRRB Policies & Procedures. Inform & involve partner in necessary deliberations.	If aware of a Deviation occurring or having occurred, then concurrently report it to both the researcher & research office immediately.
Terminate protocol after all data/follow up has ended.	Understand that tasks involving data collection are no longer allowed.

Woabdeza
(Observation)

Wowicake
(Truth)

Woohoda
(Respect)

Wowaunâida
(Compassion)

Woksape
(Wisdom)