


Gathering Voices Ethics Guidelines

Paterson One Square Mile

January 2024



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TOUCH**

 (317) 324-4070

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Ethics Statement

The Ethics Guidelines serve to provide guidance and accountability for the Paterson One Square Mile team as we conduct community-informed research, strategic planning, and implementation. These guidelines will inform the project team on the most ethical approach to engaging with the community for feedback and input. The Paterson One Square Mile team is comprised of Montclair State University staff, consultants from Transform Consulting Group, and community partners and collaborators. This team is committed to treating all community members with respect and will maintain a high level of honesty and transparency throughout this process.

Community engagement should not be extractive and should have a goal of shifting power to the community. We will do this by remaining transparent, sharing data, and encouraging the community to hold us accountable. We thank those who have contributed to this project and hold all those involved in the Paterson One Square Mile Project to these same ethical standards.

Ethics Guidelines

A helpful tool to ensure ethical standards are understood by all stakeholders is a statement of shared principles¹. Thus, we have created these Ethics Guidelines to serve as our guiding principles.

- **Remain focused on the mission:** Paterson One Square Mile is a place-based, hyper-local collective impact model focused on investing in human capital and improving well-being in a neighborhood in Paterson, NJ. Paterson One Square Mile will build authentic partnerships with Paterson community members and advance meaningful outcomes. We want to facilitate a process that encourages Patersonians to come together more and work together for the common good.
- **Encourage Community to Hold OSM Accountable:** The Paterson One Square Mile Project team encourages community members to provide feedback. To provide feedback, we ask community members and leaders to contact the One Square Mile Project Manager at ruizar@montclair.edu or 973-655-4139.

¹ Blumenthal, 2006; Israel et al., 2013

Additionally, in the future, we hope to have a form or portal to submit feedback on the One Square Mile webpage.

- **Share Data:** In this community engagement project, the community has a stake in the ownership of the knowledge or data that is produced.²
 - In reporting on project activities, we will acknowledge community contributions and the source of wisdom.
 - We will share the data that is generated with the community. We plan to do this through social media, holding Zoom meetings/webinars, relying on our community partners to disperse the information, directly emailing participants, and public data carousels.
 - We will let the community participants know in advance about where and how that data will be shared.
- **Inspire Confidence and Trust in the Community:** We will lead and serve with professional competence and be up to date on emerging issues in our field. We will practice the highest standards of personal integrity, confidentiality, respect, honesty, and fortitude in all we say and do. We will confront any behavior or practice that could negatively affect public trust in The Paterson One Square Mile Project.³ If we make a mistake, we will acknowledge it and explicitly state how our behavior will be different going forward.
- **Maintain a Strengths-based Perspective:** We will first and foremost seek to identify the community's strengths. While we will not deny any problems that exist, we will focus on highlighting and building upon the community's strengths and cultural wealth⁴.
- **Compensate Participants for their Time/Information/Networks:** We will honor the time, resources, and information that participants provide throughout this project. We will compensate participants appropriately and fairly based on insight from the Advisory Committee and the MSU team.
- **Treat All with Dignity and Respect:** Above all, we are committed to treating all participants and community members of Paterson with respect and dignity.

² ibid

³ <https://communityactionpartnership.com/code-of-ethics-2/>

⁴ Yosso, 2005

- **Honor Community Knowledge, Across Generations and Cultures:** We acknowledge that there is a diverse population in Paterson. We will honor the knowledge that each community member brings, knowing their knowledge will only improve Paterson One Square Mile.

- **Seek IRB Approval:** Institutions receiving federal funding for research are required to have Institutional Review Boards (IRB), which are tasked with approving, monitoring, and reviewing any research involving human participants⁵. Because The Paterson One Square Mile Project involves human participants in community-informed research, strategic planning, and implementation, our team engaged the IRB. The Paterson One Square Mile Project was exempt from IRB approval, however, the expectation is to follow [Montclair State Research Compliance Standards](#).
 - IRB Approval Number: IRB-FY23-24-3201
 - IRB Chair at Montclair State University: Dr. Dana Levitt, levittd@montclair.edu or 973-655-2097
 - Criteria for IRB Approval⁶:
 - Risk to subjects is minimized (*Our commitment to do no harm*)
 - The benefits outweigh the risks
 - The selection of subjects is equitable
 - Informed consent and documentation
 - Monitoring the data collected to ensure the safety of subjects
 - Privacy and confidentiality
 - Additional safeguards when working with vulnerable populations (children, prisoners, individuals with impaired decision-making capacity, or economically or educationally disadvantaged persons)

⁵ <https://www.memphis.edu/ess/module3/page15.php#:~:text=Principles%20may%20include%20ideas%20such>

⁶ <https://www.ecfr.gov/current/title-7/subtitle-A/part-1c/section-1c.111>