

Canadian Domestic Homicide Prevention Initiative



Protocol for Submission and Handling of Knowledge Mobilization Activities

Introduction

This knowledge mobilization protocol was developed to assist with monitoring and tracking of knowledge mobilization activities for the CDHPIVP project. The protocol is applicable to all members of the CDHPIVP when producing knowledge with information and/or data related to the project.

1. Conference/Poster Presentations

- a. Email the CDHPIVP management team (Marcie Campbell mcampb58@uwo.ca and Anna-Lee Straatman astraat2@uwo.ca) the conference you wish to present at and information about the presentation (e.g., type of presentation [workshop; breakout session], length of presentation, # of anticipated attendees) . Provide the conference website and any other relevant information in your email. Indicate the funds required to travel and attend the conference and review conference travel award application (see Appendix A).
- b. Abstracts for presentations at a conference should contain all the associated authors including the research supervisor and the co-directors of the CDHPIVP unless otherwise agreed: Dr. Myrna Dawson and Dr. Peter Jaffe. Short biographies for Drs. Dawson and Jaffe are below.
- c. All abstracts shall be submitted to the CDHPIVP management team for review. The abstract may also be reviewed by the National Advisory Committee (NAC) members for their expertise. As such, be sure you leave enough time for this process to occur.
- d. Once the abstract has been approved by the management team and NAC, the abstract can be submitted to the associated conference. Send the management team the confirmation email of the acknowledgement of receipt of abstract.
- e. Notify the management team of the abstract acceptance/rejection with any suggested/required modifications if applicable.
- f. Send the management team a copy of your presentation for review at least two weeks prior to the conference. Approval of the presentation gives permission for the

host conference to post online and make readily available to conference attendees and website visitors.

- g. After presentation: Send the CDHPVIP management team highlights and knowledge mobilization statistics using the online CDHPVIP Knowledge Mobilization form.

2. Journal Articles/Book Chapters

- a. Email the CDHPVIP management team the abstract and the journal. Provide the journal website and any other relevant information in your email. Forward manuscript before final submission.
- b. Email the CDHPVIP management team the invitation to write and submit a book chapter. The invitation should include the name(s) of the editors, publisher, and outline of the book chapter.
- c. Journal articles and book chapters based on CDHPVIP research must contain all the associated authors including the research supervisor and the co-directors of the CDHPVIP: Dr. Myrna Dawson and Dr. Peter Jaffe.
- d. All abstracts and manuscripts will be reviewed by the CDHPVIP management team. The abstracts and manuscripts may also be reviewed by the National Advisory Committee (NAC) members for their expertise.
- e. Notify the management team of the manuscript acceptance/rejection including reviewer/editorial comments.
- f. When published, notify the management team of the issue, volume, and date of the publication and online publication once it is available.
- g. Send the CDHPVIP management team knowledge mobilization statistics using the online CDHPVIP Knowledge Mobilization form.

3. Media Interviews

- a. Notify the CDHPVIP management team about the interview and with which media outlet. Outline the context of the interview.
- b. Inform the management team of the publication date of the interview and links if available.
- c. Send the CDHPVIP management team knowledge mobilization statistics using the online CDHPVIP Knowledge Mobilization form.

Bios for Dr. Myrna Dawson and Dr. Peter Jaffe

Myrna Dawson, PhD is a Professor and Canada Research Chair in Public Policy in Criminal Justice, and Director of the Centre for the Study of Social and Legal Responses to Violence at the University of Guelph. She is also Co-Director of the Canadian Domestic Homicide Prevention Initiative and project lead on the recently-launched Canadian Femicide Observatory for Justice and Accountability.

Peter Jaffe, PhD is a psychologist and Professor in the Faculty of Education at Western University and the Academic Director of the Centre for Research and Education on Violence Against Women & Children. He is the Director Emeritus for the London Family Court Clinic, which is a children's mental health centre specializing in issues that bring children and families into the justice system in London, Ontario. He has co-authored ten books, 29 chapters and over 80 articles related to domestic violence, the impact of domestic violence on children, homicide prevention and the role of the criminal and family justice systems.

Appendix A

Conference Travel Awards

The Canadian Domestic Homicide Prevention Initiative with Vulnerable Populations has a budget to defray some costs for graduate students and research assistants working on the CDHPIVP project who plan to take part in academic conferences. A maximum of \$500 will be awarded to successful applicants. The funds are intended to subsidize cost of travel, not to cover them totally.

The award will provide travel funding support to enable successful applicants to present their own research (e.g. poster and/or oral presentations) at conferences or symposia that are relevant to the CDHPIVP mandate: domestic homicide prevention, risk assessment, risk management and safety planning and foci on the following populations: aboriginal; rural, remote & northern, immigrant & refugee; and children exposed to domestic violence.

Priority will be given to graduate students and RAs who are presenting papers or posters on topics related to the CDHPIVP project that are subject to some form of vetting and have been accepted for presentation.

All applications must be submitted electronically and include:

For conference travel:

1. Confirmation of paper/poster acceptance
2. Name of conference
3. Location of conference
4. Date of conference
5. Short description of the conference or website link
6. An explanation of nature of your participation in the conference
7. An explanation of the relevance and benefit of conference to your research
8. An abstract or brief summary of the paper/poster you are to present
9. Breakdown and justification of conference costs (including transportation, registration, accommodations, etc)

Graduate students and RAs should apply well ahead of the date they plan to travel and are encouraged to pursue other avenues of funding. To receive funds, a travel expense report including receipts must be submitted post-travel. All expenses must meet the Broader Public Sector eligibility requirements www.njc-cnm.gc.ca/directive/index.php?sid=98&lang=eng

Please submit your applications to:

Anna-Lee Straatman astraat2@uwo.ca

Project Manager, CDHPIVP