**Sample consent form**

Project: **“enter the name”**

Project context: **“define the context of the project**”

I agree to participate in this project, whose conditions are as follows:

* The aim of this project is to make a safety diagnosis. For this purpose, focus groups will be held with key informants [from the municipality, neighbourhood, etc.].
* Each focus group will last for about [number of minutes] and questions will deal with the safety problems encountered in the study area and with the assessment of available public services [in the neighbourhood, municipality].
* My statements will be used solely for the purposes defined by the project.
* At any time, I can refuse to answer certain questions, discuss certain topics or cease to participate in the focus group without prejudice to myself.
* The focus group will be recorded to make the facilitator’s job easier. However, the recording will be destroyed as soon as it has been transcribed.
* All focus group data will be handled so as to protect the confidentiality of sources. Therefore, no names will be mentioned and the information will be coded.
* All data will be kept under lock and key and will be destroyed at the end of the project.
* For information on the project, I can contact [enter the name and contact information of the person in charge].

Participant’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Facilitator’s signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Person to contact if you have any questions:**

**[Name of the person] [Telephone number]**

**This consent form is available in MS Word format on the Web site of the Québec Safety Promotion and Crime Prevention Resource Centre∕Centre québécois de ressources en promotion de la sécurité et en prévention de la criminalité (crpspc.qc.ca).**