

Title of Study: Effective Flood Risk Governance in a Changing Climate

Principal Investigator: Daniel Henstra, PhD
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To help you make an informed decision about participation, this letter will explain the study, the possible risks and benefits, and your rights as a research participant. If you do not understand something in the letter, contact the Principal Investigator before consenting to the study. You will be provided with a copy of the information and consent form if you choose to participate.

You are invited to participate in a research project about the actors, institutions and resources involved in managing flood risk in Canadian communities, which is expected to increase as the climate changes. Flood risk management (FRM) involves strategies to reduce the vulnerability of people and property by strengthening resilience to flood-related stress. This requires supportive governance arrangements that coordinate responsibilities between stakeholders, increase risk awareness, and align efforts. The objectives of this project are to:

- critically evaluate the effectiveness of Canadian flood risk governance arrangements;
- engage target audiences in knowledge exchange to identify strategies that strengthen flood resilience; and
- equip policymakers and practitioners with evidence-based advice about how to achieve resilient, efficient, and legitimate FRM outcomes.

Your participation in the study will involve a one-day workshop. Through a discussion facilitated by the researchers, participants will be asked to assess (1) the adequacy of flood risk governance arrangements to ensure their city's resilience to flood impacts in a changing climate, and (2) the suitability of alternative strategies to reduce and manage flood risk, drawn from scholarly literature and practices in other states. The study will benefit society by identifying strategies to strengthen coastal flood resilience in a changing climate, and there are no known or anticipated risks associated with participation in this study.

Participation in the Risk Dialogue session is voluntary. You may decline to answer any questions you prefer not to answer and may decline to contribute to the session in other ways if you so wish. You may end your participation in the session at any time. The session will be audio recorded to ensure an accurate transcript. Your name will not be included in any paper or publication resulting from this study. With your permission, however, you may be referenced by your job title (e.g., "a municipal policy analyst") and anonymous quotations may be used. Given the group format of this session, participants are asked to keep in confidence information that identifies or could potentially identify a participant and/or their comments. However, we cannot guarantee that all participants will honour this request.



Identifying information will be removed from the data that is collected and stored separately. Study records will be retained for a minimum of 7 years on a password protected computer and in a locked office. You may withdraw your consent to participate and have your data destroyed by contacting the researcher within this time period. Please note, given the group format of the session, it may not be possible to remove all of your data. Additionally, it is not possible to withdraw data once papers are submitted for publications. Only those associated with the research will have access to study records. All records will be destroyed according to University of Waterloo policy.

This study is funded by the Marine Environmental Observation, Prediction and Response (MEOPAR) Network of Centres of Excellence and the Social Sciences and Humanities Research Council of Canada. It has been reviewed and received ethics clearance through a University of Waterloo Research Ethics Committee (ORE# 22966). If you have questions for the Committee, contact the Chief Ethics Officer, Office of Research Ethics, at 1-519-888-4567 ext. 36005 or oreceo@uwaterloo.ca.

If you have any questions regarding this study, or would like additional information to assist you in reaching a decision about participation, please contact me by telephone at **(519) 888-4567 ext. 36829**, or by email at **dhenstra@uwaterloo.ca**. I very much look forward to speaking with you and thank you in advance for your assistance in this project.

Sincerely,



Daniel Henstra, PhD
Associate Professor, Political Science



CONSENT FORM

By signing this consent form, you are not waiving your legal rights or releasing the investigator(s) or involved institution(s) from their legal and professional responsibilities.

I have read the information presented in the information letter about a study being conducted by Daniel Henstra of the Department of Political Science at the University of Waterloo. I have had the opportunity to ask any questions related to this study and have received satisfactory answers to my questions and any additional details. I am aware that I may withdraw from the session without penalty by advising the facilitator of this decision.

I am aware that this study has been reviewed and received ethics clearance through a University of Waterloo Research Ethics Committee (ORE# 22966). If I have questions for the Committee, I may contact the Chief Ethics Officer, Office of Research Ethics, at 1-519-888-4567 ext. 36005 or ore-ceo@uwaterloo.ca.

YES NO

I am aware the session will be audio recorded to ensure accurate transcription and analysis.

YES NO

I give permission for the use of anonymous quotations in any paper or publication that comes from this research.

YES NO

I give permission to be referenced by my job title.

I agree of my own free will to participate in the study, and to keep in confidence information that could identify specific participants and/or the information they provided.

Participant's name: _____ Date: _____

Participant's signature _____ Date: _____

Researcher's / Witness' signature _____ Date: _____

