



Researcher Checklist for Engaging with PWLE

Prior to Engagement

- ☐ Review the [L.E.A.R.N. section of the WE-SPARK website](#)
- ☐ Review our the [“Utilizing the PWLE Database”](#) FAQ document
- ☐ Apply to use the [PWLE Database](#)
- ☐ Register for a [L.E.A.R.N. training session](#)
- ☐ Attend a L.E.A.R.N. training session (Date attended: _____)
- ☐ Provide [feedback on the L.E.A.R.N. training session](#)
- ☐ Review our [“Opportunities for PWLE on Your Project”](#) guide
- ☐ Review our PWLE [“Compensation Policy”](#)
- ☐ Have all research team members complete the [“PWLE Readiness Worksheet”](#)
- ☐ Sign the [“Research Partner Agreement”](#)
 - ☐ Save a copy for your own files

During Engagement

- ☐ Ensure your lived experience partner(s) has/have signed the [“PWLE Confidentiality Agreement”](#)
 - ☐ Ensure your lived experience partners save a copy to their own files

Post-Engagement

- ☐ Provide [feedback on your experience](#) using our database and engaging with your lived experience partner(s)