

STAKEHOLDER ENGAGEMENT HANDOUT

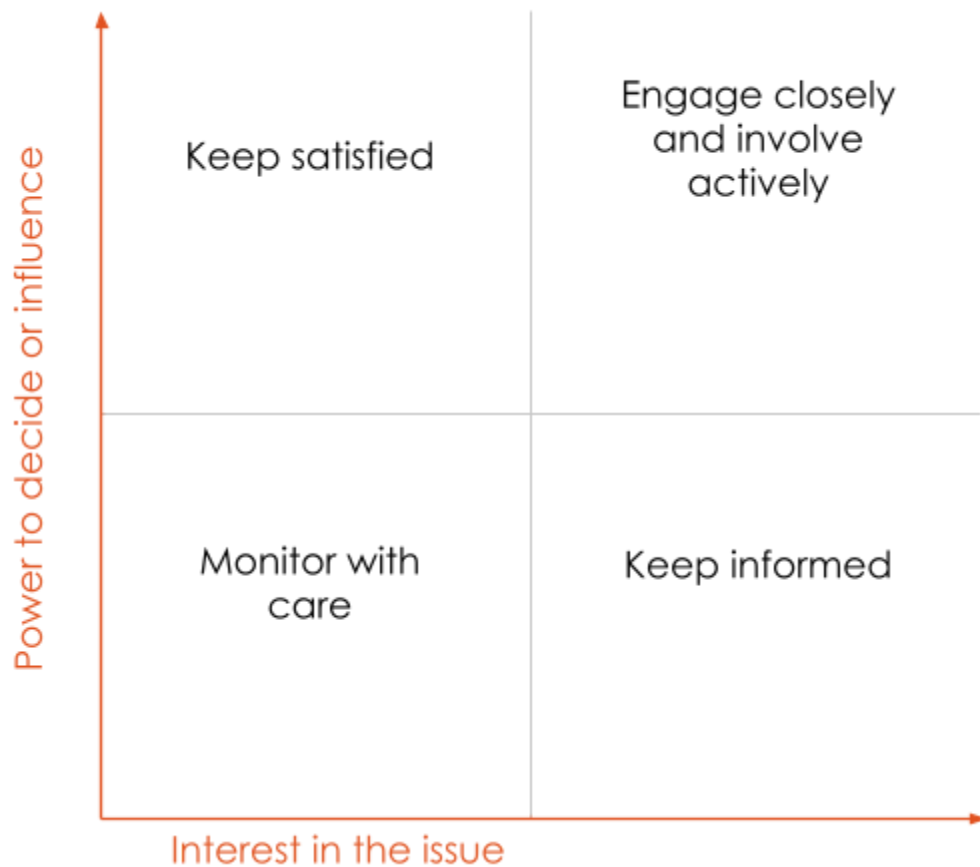
Spend 1-2 minutes listing the stakeholders in your study.

WHO ARE THE STAKEHOLDERS IN YOUR STUDY? LIST 1-5.

- 1.
- 2.
- 3.
- 4.
- 5.

Map out the stakeholders in your study

Use the framework below to map out the stakeholders in your study. Feel free to use the numbered responses on the second page to edit the document directly.



1. Keep satisfied:

2. Engage closely and involve actively:

3. Monitor with care:

4. Keep informed:

- What category did most of your stakeholders fall into?
- Given where your stakeholders land in the matrix, what type of buy in do you need from your stakeholders? And how should you plan to engage them throughout your study?
- Does this change how you might approach buy-in and/or engagement with your stakeholders? Why or why not?

MANAGING INFORMATION FLOW TO STAKEHOLDERS

List of stakeholders	Information to share	Frequency to share (e.g., weekly, monthly, quarterly, yearly)	Method of sharing (e.g., calls, emails, meetings, reports)	Research team member responsible