Guidelines

For Appreciation Payments

The GEM Hub

Appreciation Payments

Overview

The purpose of this document is to provide information on the frameworks that give direction to The GEM Hub's appreciation payments for its ongoing activities. It also aims to offer clarity on the specific roles, commitment, responsibilities, and payment modalities available. This document was adapted from the CHILD-BRIGHT (2024) Guidelines for Patient-Partner Compensation and Recognition and the AbSPORU (2023) Patient Partner Compensation Guidelines: Compensation in Research.

Table 1. Definition of Terms

Terms	Definitions
Person with lived experience **(Patient Partner and Community Partner)**	Based on Members' feedback, we are using the term "Person with Lived Experience". When using this term, we are referring to Patient Partners and Community Partners. We use the Canadian Institutes of Health Research (CIHR) definition that includes patients, caregivers, family, and friends. As Hub members, Persons with Lived Experience engage in activities as active and equal members. The role in the Hub's health research includes advising, providing feedback, and working together on knowledge mobilization activities through a lived-experience lens. See: https://cihr-irsc.gc.ca/e/53261.html
Appreciation Payments	The use of appreciation payments is reflective of feedback on the commonly used term "*compensation*". Appreciation payment in the Hub is offered as recognition of the time, skills, lived experience and expertise offered as an essential contribution to the research. However, it should not be understood as the market value of collaboration.
Person with lived experience (Patient) Engagement	Within the Hub, persons with lived experience may engage in different ways, including participation in engagement activities (e.g., workshops or gatherings) or as ongoing collaborators in governance, working groups, and knowledge mobilization activities. See more information on the CIHR website here.
Non-academic Professional	Within the Hub, non-academic professionals are people whose income, whether a portion or the whole, does not include tasks related to academic work (e.g. research activities). This includes those inside and outside of academic institutions. If unsure, please inquire with your institution's human resource advisors.

Context

- The GEM Hub's appreciation payments follow the Canadian Institutes of Health Research (CIHR) Supporting Patient-Oriented Research (SPOR) principles. Specifically, the values of inclusiveness, support, mutual respect, and co-building. The SPOR definition of support states "Adequate support and flexibility are provided to patient participants to ensure that they can contribute fully to discussions and decisions". This implies creating environments that promote honest interactions, training, and education. **Support also implies financial appreciation payment for their involvement.**

- Offering appreciation payments to people with lived experience, their family or support persons and non-academic professionals is also motivated by the reality that they contribute essential lived expertise as active multi-skilled contributors in the community. They are thus offered an appreciation payment as recognition of their shared time and skills, contributed in addition to their personal and professional commitments. **At any time and for any reason, the offer for appreciation payment can be declined.**

- For Advisory Sharing Circle members who are Persons With Lived Experience of pregnancy, their family or support persons, and non-academic professionals the appreciation payment is paid twice, in April and in November. Payments for one time and additional activities, appreciation payments are made on an ongoing basis throughout the year to Persons With Lived Experience of pregnancy, their family or support persons, and clinicians who are non-academic professionals

- Individuals may engage with the GEM Hub in different ways and at different levels of involvement. Some individuals participate in one-time engagement activities such as workshops or gatherings, while others contribute as ongoing collaborators through governance structures, working groups, or co-design activities. The appreciation payments outlined below reflect these different levels of engagement and aim to recognize both one-time participation and ongoing collaboration with the Hub.

- The 2026 appreciation payment amounts are detailed in the table below and reflect the estimated level of engagement for different activities. All requests, questions or concerns can be sent to one of The GEM Hub's Project Manager.

Table 2. Guide for Activities

Activity	Term	Involvement	Scope	Appreciation payment
Activity participants	Single Activity / Gathering / Workshop	Engaging in the formal or informal Hub related activity, gatherings, or workshop	Participating in a one-time engagement activity such as a gathering, workshop, or consultation session related to Hub activities.	$25.00 per Gathering / or $25.00 equivalent item (eg. diapers / bus tickets/ requested supplies)
Collaborators (patient partners)	Single Activity / Gathering / Workshop	Engaging in governance, working groups and co-design activities.	Contributing to ongoing projects specific to the Hub related to a Working Group/ Knowledge Mobilization Activity	$50.00 per Gathering
Advisory Sharing Circle Membership	2 years consecutive or alternating attending and engaging in meetings includes preparing for and follow up communications, action items via email, and other communication channels	Providing Feedback on attended Hub Events (Launch, Outreach Town Halls) Reading newsletters and sharing Hub information Engaging with knowledge mobilization activities and providing feedback and suggestions Contributing member (includes meetings, follow up, action items)	Engaging and collaborating with members within the governance structure toward goals/ outputs of the Hub (varies)	$500.00 in Total for 2 years, including 6 Meetings and 2 Events ($250.00 Per year 3 Meetings and 1 Event, and communication in between events)

Other relevant information

- Appreciation payments may be provided in the form of money or gift cards and are subject to applicable tax laws. All appreciation payments require the submission of a Social Insurance Number (SIN) in order to be processed, as required by our research institution, for tax reporting (T4) purposes. If you receive $500.00 or more, these payments must be reported on both federal and provincial tax forms. Appreciation payments may also impact an individual's financial situation. If you have questions about whether accepting payment is right for you, you may wish to contact the Canada Revenue Agency for more information.

- If you are uncomfortable sharing your Social Insurance Number (SIN) by email or with a project team member, you may contact the institution's Finance Manager directly to provide this information securely over the phone. The research team can support connecting you, if helpful.
- One cannot request payment from the Hub if they also work for an organization that already pays them for those same hours.
- Consent and Confidentiality is maintained but anonymity may not be possible. As a member of the Hub research community member names may be included in project material that you are offered appreciation payment for such as research grants, applications, publications. Please let the research team know at any time if you would prefer for your name not to be included.
- In addition to appreciation payments, other forms of recognition such as being named on grant applications, websites, presentations, and research articles will also be offered, and will only move forward with your consent before proceeding.

References

1. Alberta SPOR SUPPORT Unit (AbSPORU) Website: https://absporu.ca/ Canadian Institutes of Health Research (CIHR), Considerations when paying patient partners in research https://cihr-irsc.gc.ca/e/51466.html
2. Canadian Institutes of Health Research (CIHR), Ethics Guidance for developing partnerships with patients and researchers https://cihr-irsc.gc.ca/e/51910.html
3. Canadian Institutes of Health Research (CIHR), Strategy for Patient-Oriented Research https://cihr-irsc.gc.ca/e/41204.htm
4. Canadian Institutes of Health Research (CIHR), Strategy for Patient-Oriented Research – Patient Engagement Framework https://cihr-irsc.gc.ca/e/48413.html
5. CHILD-BRIGHT Network Guidelines for Patient-Partner Appreciation payment and Recognition https://www.child-bright.ca/compensation-guidelines
6. SPOR Considerations when paying patient partners in research, May 2019. SPOR SUPPORT Units are another source of specific guidance on compensation – see Resources list
7. Healthcare Excellence Canada, Patient Partner Recognition Guide https://www.healthcareexcellence.ca/resources/patient-partner-recognition-guide/