

# CONSUMER AND COMMUNITY REFERENCE GROUPS

**What is a consumer and community reference group?**

Consumer and community reference groups are made up consumers or community members who provide advice on a particular project. They can be referred to either at a particular stage of a project or throughout the course of a project.

**What do consumer and community reference group do?**

*Consumer and community reference groups may:*

- Provide advice when planning the research
- Give feedback on research documents
- Offer a lived experience point of view when analysing data
- Assist in getting the research results out to the wider community

**How many members should a consumer and community reference group have?**

A consumer and community reference group is usually made up of 4 or more members.

**How often should a consumer and community reference group meet?**

Most consumer and community reference groups will meet about four times per year however this depends on the project (for example there may be important time points for the group to meet such as when a grant application is being submitted). Consumer and community reference group meetings usually go for 1.5 – 2 hours in duration.

**What are the costs involved with a consumer and community reference group?**

We advocate for honorarium payments for consumer and community reference group members at a rate of \$37.50 per hour (*please refer to our honorarium payment guidelines*).

**What else should I consider when planning for a consumer and community reference group?**

It is also important that there is someone who can support the administrative tasks of the group such as venue booking, circulating meeting document and taking minutes.

**Consumer and community reference group in practice**

The 100 Families WA Project is a collective action research project aiming to tackle entrenched disadvantage in WA families. With support from the CCIP, the project established a Community Reference Group in 2018, made up of nine community members with varying skills and lived experience. Since then the Group has met monthly to provide advice to the project. Some activities have included; the development of resources, influencing the way the project is delivered, and assisting with communicating project findings to the public, including speaking at conferences and to government bodies and social service agencies, and appearances on podcasts, radio and in newspaper articles.

## Contact us

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## Connect with us

