

CityLAB Project Agreement Winter 2024

The role of the project agreement is to document the expectations for the project, define objectives, clarify constraints or limitations, and outline responsibilities to ensure clarity for the project.

CityLAB can help you and your partner complete this document, feel free to reach out for support at any time. Email us at citylab@hamilton.ca

Project Title: Sense of Belonging Among Hamilton Immigrants

Is this project continuing from a previous CityLAB project?

Yes

No

If yes, what was the project title:

Challenge summary

Please summarize the challenge you wish to work on solving in plain language in one sentence.

What socio-demographic and self-identified factors impact the sense of belonging among immigrants to Hamilton?

Project Description

What is the problem you are trying to solve and what is the context?

If applicable, use the original challenge description found on www.citylabhamilton.com/challenges.

The Hamilton Immigration Partnership Council (HIPC) conducted a survey of immigrants in Hamilton in June 2023. About 700 immigrants responded to the survey, including permanent residents, refugees, refugee claimants, temporary foreign workers, international students, and Ukrainian temporary residents. The survey was aimed at understanding the diverse experiences of immigrants across a wide range of topics including education, employment, income, housing, service use, settlement supports, challenges, and supports, belonging/isolation, discrimination, contributions, and more. HIPC has analyzed the data, released a report, and shared findings with its partners. Our partners would like us to further explore the findings around sense of belonging. Our data shows a large proportion of immigrants report a strong sense of belonging despite reporting high levels of feelings of isolation, experiences of discrimination, and challenges around housing, cost of living, income, and employment.

There is an opportunity to unpack this by exploring/analyzing the existing immigrant survey data that HIPC has at its

	disposal and by collecting more qualitative data through interviews and/or focus groups with immigrants in Hamilton. We are interested in understanding the facilitators and barriers to a sense of belonging among immigrants in Hamilton, how immigrants define “sense of belonging,” and what other socio-demographic factors are correlated with sense of belonging. HIPC’s strategic plan (2021-2025) collective impact goal is to ensure that more newcomers in Hamilton feel a sense of belonging, and this project will aid us in measuring and achieving this goal.
Background Research (optional) What kind of research will be required to pursue the challenge?	Possible research: <ul style="list-style-type: none"> - Exploring the Immigrant Survey Data collected by HIPC - Comparing survey results to similar surveys in other municipalities - Researching best practices for formulating questions and facilitating focus groups and interviews
Communication Plan How frequently will partners from different institutions communicate, in what method and who will initiate.	Communication: zoom meeting Frequency: weekly communication Initiator students will contact the city staff member
Timeframe Will the project run for one or two terms?	One term
City Staff Information	
City Staff Details	City staff name: Mohammad Araf City staff department: Planning and Economic Development City staff position: Program Officer
Additional City Staff Support	Sarah Wayland, Senior Project Manager, HIPC Natasha Martinez, Community Relations Coordinator

<p>Intended Outcomes</p> <p>How will this work be used by City Staff once the project has been completed?</p>	<p>The deliverables from this project will include 1) a full report with detailed findings from the data, literature review and methodology, and 2) a summary report. We expect the first deliverable to be used internally by HIPC staff and to share with other Local Immigration Partnerships (LIPs). The second deliverable will be widely shared by HIPC and should be a public-facing document in plain language.</p> <p>The summary report will be widely shared through HIPC's communication channels. Findings from this research will also be shared with the HIPC's partnership council and social inclusion and community engagement committee in a more targeted way to generate discussion on actions HIPC and its partners can take to better promote sense of belonging among the newcomer and immigrant populations in Hamilton.</p>
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Instructor / Course Information

<p>Instructor and student details</p>	<p>Instructor name: Karen Balcom</p> <p>Course name: 4AB6</p> <p>Number of students:</p> <p>Student names (if known):</p>
<p>In Scope</p> <p>Clarify the components of the project that are feasible for this course/term.</p>	
<p>Out of Scope (optional)</p> <p>Clarify the components of the project that are not feasible for the course/term.</p>	
<p>Student Learning Objectives (optional)</p> <p>By the end of this project/term, students should be able to:</p>	

Project Deliverables, Timelines, and Strategic Priorities

For the below table, please select all options that apply to your project. The dropdown boxes contain common checkpoints and milestones to help you envision the partnership. Please use the notes column for extra detail as needed and feel free to add in your own relevant items.

Timeline	Notes	Date
Pre-semester meeting between faculty and staff		November 16, 2023
Interview and focus group guides	Create guides (consent letter and questions) for interviews and focus group(s)	January 19, 2024
Complete data collection (Interviews and focus groups)	Recruit, schedule and conduct at least 10 interviews and one focus group.	February 16, 2024
Complete analysis of immigrant survey data and data from interviews and focus groups	Create visuals to depict the immigrant survey data, and analyse (transcribe, review, code, and develop themes for) interviews and focus groups	March 1, 2023
Draft report	Write the first draft of the report (to be reviewed by HIPC)	March 15, 2023
Final Deliverables – Please select from the drop-down menus below		
Primary Research (analyzing survey data and collecting qualitative data)	See above	
Research reports	The final deliverable from this project will include 1) a full report with detailed findings from the data, a literature review and methodology, and 2) a public facing summary report written in plain language.	March 31, 2024

Presentation to the HIPC Council	Students will have an opportunity to present their preliminary findings at HIPC’s Council meeting in March 2024.	March 2024 (exact date TBD)
CityLAB Deliverables		
Infographic and optional 3-minute Video		March 28 th
Presentation and/or video at Project Showcase **		April 5 th
Alignment with City of Hamilton Strategic Plan Priorities:		
<input checked="" type="checkbox"/> Community Engagement and Participation <input type="checkbox"/> Economic Prosperity and Growth <input type="checkbox"/> Healthy and Safe Communities <input type="checkbox"/> Clean and Green <input type="checkbox"/> Built Environment and Infrastructure <input checked="" type="checkbox"/> Culture and Diversity <input type="checkbox"/> Our People and Performance		

Please submit your project agreement to CityLAB by emailing citylab@hamilton.ca before January 2024 for Winter semester projects.

CityLAB Deliverables and Semester Schedule	
**PLEASE NOTE: If you are completing a project over two consecutive terms, students will only be required to participate in one of the Project Showcases.	
Project Agreements Due	January 5, 2024
Mid-Semester Check-in (CityLAB and faculty)	February 19-23, 2024
Project Showcase Materials Due	March 28, 2024
Project Showcase	April 5, 2024
Project Data and Reports due (final day of classes)	April 12, 2024
Exit Surveys sent to faculty and City staff (to be completed by staff and faculty)	April 15-19, 2024
Post-Project Check-in with City staff	April 15-19, 2024