

PRIDE SPORT INDEX

LGBTI INCLUSION IN AUSTRALIAN SPORT

COMPLETION GUIDE

TO ASSIST YOU WITH YOUR 2017
PSI SUBMISSION

2017

FOR WORK COMPLETED WITHIN
THE 2016 CALENDAR YEAR

PSI 2017 COMPLETION GUIDE

Date	Version	Editor	Details
08/02/2016	0.1	DH	Working Paper
29/02/2016	0.2	RW	Final DRAFT
14/03/2016	1.0	DH	Forwards Added. Scoring allocation.



Australian Government

Australian Sports Commission

The Australian Sports Commission (ASC) is proud to be working with the Australian Human Rights Commission and Pride in Diversity to develop and launch the Pride in Sport Index (PSI).

As Australia's leading sporting agency, the ASC believes sport should promote fairness, equity and integrity in sporting behaviour. Sport should be a place where people feel welcome and safe and where they are treated with respect and dignity.

The PSI provides sporting organisations with an opportunity to reflect on their work in the inclusion of LGBTI participants and staff and identify areas they can address to ensure their sport is truly inclusive.

The ASC commends those sports that have committed to completing the PSI in the first year, and looks forward to seeing the PSI continue to grow.

Michael Thomson

General Manager, Participation & Sustainable Sport
Australian Sports Commission



The Australian Human Rights Commission is pleased to support the inaugural Pride in Sport Index.

All people have the right to the highest attainable standard of physical and mental health, regardless of their sexual orientation, gender identity or intersex status. Opportunities to participate in sport, and to access related facilities, goods, services and programs, are essential to the realisation of this right.

Unfortunately, research has demonstrated that lesbian, gay, bisexual, transgender, and intersex (LGBTI) people continue to face many barriers to participation in sport and access to facilities. These barriers include the risk of discrimination and verbal and physical harassment and the lack of appropriate and inclusive policies and facilities.

The Pride in Sport Index is a timely and valuable contribution to efforts to overcome these barriers.

Development of the Index is an ongoing process; particularly in relation to assessing transgender and intersex inclusion in sport and addressing the separate and specific barriers to participation and accessibility that transgender, gender diverse and intersex people encounter.

The Australian Human Rights Commission looks forward to continuing to work closely with our partners to ensure that sport is inclusive and accessible for all LGBTI people.

Professor Gillian Triggs

President

Australian Human Rights Commission

PRELIMINARY INFORMATION

- Purpose:** The Pride in Sport Index (PSI) is Australia’s definitive benchmark on LGBTI inclusion within Australian Sport. In its inaugural years, this index is expected to drive, measure and acknowledge good practice within Australian Sport providing comprehensive benchmarking data across National and State Sporting Organisations.
- Pride in Diversity was commissioned to develop the PSI in 2016 by the Australian Human Rights Commission, Australian Sports Commission and the index instigators, the Bingham Cup Sydney 2014.
- The index is open to all National and State Sporting Organisations, regardless of size. In addition to the PSI Awards, individual award submissions are available for athletes, clubs, teams, staff and volunteers. In the future it is expected that the PSI will also be made available to sporting clubs. Visit www.prideindiversity.com.au/prideinsport for more information.
- Period assessed:** All questions in this submission refer to the period **1st January 2016 – 31st December 2016**.
- Submissions due:** All submissions must be received by Pride in Diversity before 5pm on **Friday 24th March 2017(Sydney AEST)**. This deadline is final. Pride in Diversity is unable to accept any submissions after this time. This deadline applies to all submissions.
- Important Dates:**
- | | |
|---|---|
| Friday 24 th March, 2017 – 5pm | Submissions close
Sydney AEST time |
| Mid May, 2017 | PSI 2017 Awards and Australia’s Top 20 employers for LGBTI Workplace Inclusion will be announced at the Pride in Diversity annual awards celebration luncheon to be held in Sydney mid-May. |
| July 2017 | PSI 2017 Benchmarking Publication (Australian sport benchmarking data and award winning practices) goes to print. This will be sent to all participating organisations shortly thereafter. |
| First week December 2017 | Pride in Practice Conference showcasing sessions dedicated to sporting organisation’s LGBTI inclusion initiatives and good practice from the PSI index. |
- For assistance:** Please call Ross Wetherbee on (02) 9206.2139 or email PSI@prideindiversity.com.au

Section Breakdown

The 2017 PSI is broken down into the following sections.

- SECTION 1: POLICY AND PRACTICE (35 points)
- SECTION 2: CULTURE AND VISIBILITY (30 points)
- SECTION 3: TRAINING (15 points)
- SECTION 4: COMMUNITY ENGAGEMENT (10 points)
- SECTION 5: INCLUSION BEYOND (5 points)
- SECTION 6: ADDITIONAL INFORMATION (5 points)

Awards

Awards granted from PSI Results Awards given by Pride in Diversity / Pride in Sport based on PSI Results	Award Nominations Nomination forms can be downloaded from www.prideindiversity.com.au/PSI
<ul style="list-style-type: none"> • National Sporting Award for Excellence (highest ranking National Sporting Organisation) • State Sporting Award for Excellence (highest ranking State Sporting Organisation) • <i>From Year 2, Most Improved Award</i> 	<ul style="list-style-type: none"> • Inclusion Champion: Coach • Inclusion Champions: Club • Inclusion Champion: Ally • Inclusion Champion: Player/Athlete • Outstanding Role Model • LGBTI Inclusion Initiative - Youth, Amateur, Professional Categories

Confidentiality

All submissions are treated with the strictest confidence and viewed only by markers within the Pride in Diversity team. Submissions will be returned to you on completion of all benchmarking work and independent feedback sessions. Pride in Diversity is happy to sign any non-disclosure or confidentiality agreements required.

Transgender & Intersex Inclusion in PSI

The Pride in Sport Index (PSI), in its inaugural year, assesses broad LGBTI inclusivity of National and State Sporting Organisations (NSO & SSO's). The index assesses transgender and intersex inclusion within Administration (staff policies and benefits) and playing environments (sanctions, remediation & reporting). We are working in collaboration with the Australian Human Rights Commission and Australian Sports Commission to develop additional assessment criteria within the PSI to address greater levels of transgender and intersex inclusion within Sport. Pride in Diversity makes a commitment to increase the focus on transgender and intersex inclusion in the PSI in consultation with transgender, gender diverse and intersex people, the Australian Human Rights Commission and Australian Sports Commission.

PSI HISTORY & ASSESSMENT

History

In April 2014, in the lead up to the 7th Bingham Cup (the Gay Rugby World Cup) in Sydney, the CEO's of five of Australia's most significant National Sporting Organisations; *Australian Rugby Union (ARU)*, *National Rugby League (NRL)*, *Australian Football League (AFL)*, *Football Federation of Australia (FFA)* and *Cricket Australia (CA)* signed an *Anti-Homophobia & Inclusion Framework Statement of Commitment*. The sports committed to the development and implementation of policies and practices consistent with the *Anti Homophobia and Inclusion Framework for Australian Sport*, designed to eradicate homophobia in these sports.

On May 10, 2015 *Out on the Fields*¹, the first international and largest study of homophobia in Sport was released. The study was commissioned by the Bingham Cup Sydney 2014 and a coalition of other sporting organisations. It focused on issues of sexuality in team sport and was overseen by a panel of seven international experts from six leading universities. The study uncovered widespread homophobic behavior in sport, particularly in youth sport and amongst fans.

Of particular note was that of the Australian participants (over 3000), 70% believed that youth team sporting environments were not safe or supportive of LGB people. More than half Australian gay youth (55%) said that they worried about bullying; 37% worried about discrimination from coaches and officials. 80% of all participants reported witnessing or experiencing homophobia in sport. 80% of those respondents involved in sport in Australia believed that gays and lesbians were not accepted within the sporting community.

Following this report, the Australian Human Rights Commission, the Australian Sports Commission and Bingham Cup Sydney 2014 engaged Pride in Diversity, already successful in shifting practice in LGBTI workplace inclusivity via the *Australian Workplace Equality Index (AWEI)*, to develop a similar index to drive LGBTI inclusion within Australian Sport.

A Sport Advisory Group was established and Pride in Diversity worked with this group to develop the first iteration of the index:

Foundation members:

- Australian Human Rights Commission
- Australian Sports Commission
- The Bingham Cup Sydney

Foundation Sports:

- Australian Rugby Union (ARU)
- Australian Football League (AFL)
- Football Federation Australia (FFA)
- National Football League (NFL)
- Cricket Australia (CA)

¹ *Out on the Fields*, was released May 10, 2015 and now sits within the public domain.

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Advisory Sports:

- Basketball Australia
- Golf Australia
- Swimming Australia
- Water Polo Australia

The *PSI (Pride in Sport Index)* along with a national support program for Australian sport *Pride in Sport* was launched in March 2016. The inaugural index covers activity from January 1, 2016 to December 31, 2016. Submissions due 5pm AEST Friday 24th March, 2017. Associated index awards announced at the annual Pride in Diversity LGBTI Inclusivity Awards Luncheon, May 2017 with full benchmarking data due 3rd quarter.

Are the Excellence Awards derived from the PSI reflective of best practice within Australian Sport?

While many awards nomination processes boast a quick and less cumbersome submission process, the PSI is a benchmarking tool that is both comprehensive and evidence based. The awards are secondary to the work of the instrument which is to raise the bar on the work of LGBTI inclusion and build a zero tolerance of homophobia and discrimination within Australian sport.

The Annual Sporting Awards for Excellence are based on the PSI results and therefore, for the recipients of these awards, reflect a significant level of activity across a broad range of LGBTI inclusion initiatives within the year assessed. While individual NSO/SSO results are not communicated and remain confidential, an overall score range is; so it will be apparent from those receiving the top award that they have achieved that highest score within their category (National vs State Sporting Organisations)

The Champion, Role Model and Initiative Awards are separate submissions and are not sourced from data presented within the PSI instrument itself. It is up to individual sporting bodies, clubs, employees, coaches, players/athletes to submit for these awards.

Following the inaugural Pride in Sport Index, a consist model of Australian LGBTI inclusion practice in sport will be established, ensuring that sporting bodies are kept up to date and supported in the development of any strategic LGBTI initiatives or directives that they wish to implement. Support will be either through the content of the index (reflective of current good practice) and analysis (within the NSO/SSO) of results against the current benchmarking data or via membership in the Pride in Sport program.

Over time, the index will indeed reflect best practice and it is hoped, that as with the AWEI (Australian Workplace Equality Index), it will within a five year period, be considered an international gold standard instrument by which global best practice standards can be set.

While Awards are a nice end-result to the Pride in Sport Index (PSI), the real intent of the index is to gauge, monitor and shift practice to the point of creating an International Standard by which other sporting bodies both locally and globally can gauge best practice.

How are PSI Submissions assessed?

The assessment process is rigorous.

- Each submission is marked in isolation on separate score sheets by two members of the Pride in Diversity team using a comprehensive rubric identifying the evidence required for every question to warrant a point.
- Once the submission has gone through the two individual marking processes, a “score comparison” sheet is completed for each submitting organisation, identifying any questions for which the two markers disagree a point based on the evidence supplied.
- Once this sheet has been completed, the two scorers meet to walk through score discrepancies, stating their case for score / no score based on the information submitted, and the scoring rubric. This process involves going back through the submission to assess the evidence provided for question being reviewed. This process is repeated until all score values have been investigated and agreed. Where significant clarification is needed, the sporting organisation may be contacted for further details.
- Once all submissions have undergone the two individual markings, score comparisons and meetings to agree the final outcome for each question, the scores for each question within the submission are entered into a spreadsheet. The spreadsheet tallies section scores and finally produces score range from which the Excellence Awards are determined.
- The score range provides a benchmark for good practice is gauged and provides input into areas of high and low activity across the index. This feeds into score value setting for the following year’s index.
- Benchmarking data is then compiled along with analysis of current trends, strengths and opportunities.

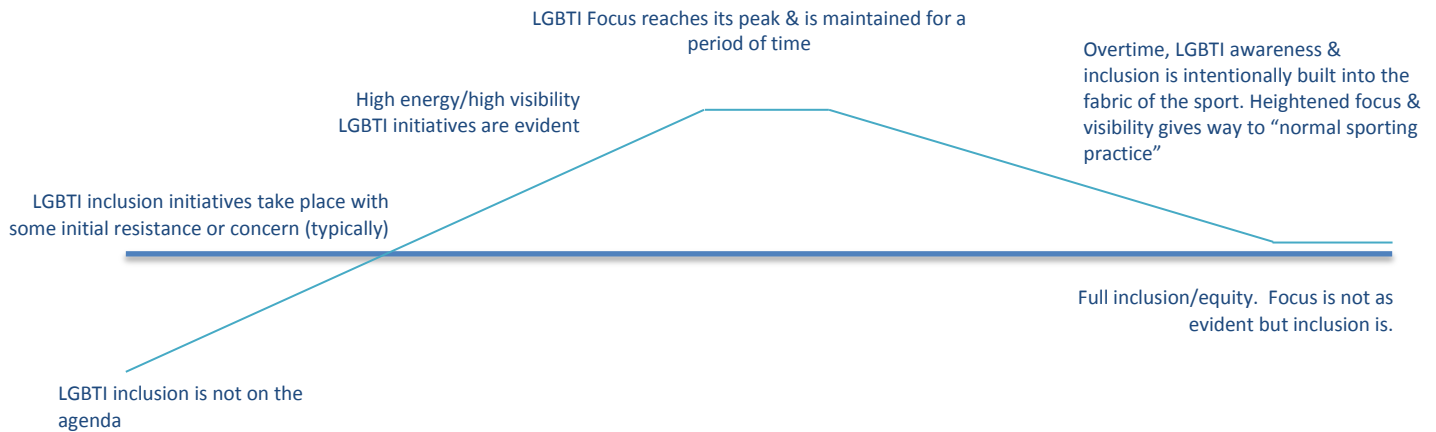
In regard to individual awards:

- Each submission is assessed against point criteria by independent members of the Pride in Diversity team, in isolation.
- Each marker compiles a summary sheet for their marking, along with recommendations and reasons for their support of a nomination (listing unique contributions and impact).
- The individually marked sheets for each nomination are then tallied into an overall count sheet that averages the individual marks given for each assessment and identifies the Top 2-3 contenders for the award by both point value and individual marker nominations.
- The markers then meet to discuss and argue the overall winner for each submission based on evidence and impact provided within the submission.
- All markers must agree the final winner for the award to be given.
- Receipt of a nomination does not guarantee that an award will be given that year. Minimum criteria must be met.

For more information on the PSI, please contact Ross Wetherbee, Senior Program Manager, Pride in Diversity on (02) 9206 2139.

THE LGBTI INCLUSION LIFECYCLE

At Pride in Diversity, we see the LGBTI inclusion lifecycle something like this:



Pride in Diversity recognises that sporting organisations may be at different stages of their inclusion work (specific to LGBTI) however we do not believe that any sporting group would yet be in a position to remove or not include LGBTI from their people, diversity or inclusion agenda.

The PSI benchmarking instrument has been carefully designed in its inaugural year to cover baseline aspects of the LGBTI inclusion lifecycle and it is only natural that different sporting organisations will focus on different areas of the index. Following this first iteration of the PSI, a review will take place by Pride in Diversity, after analysing the current practice trends with the aim to push LGBTI inclusion practice further towards best practice.

Sporting organisations that have been active in this space for some time may find that they are completing more of the leading edge areas of the index and less of the foundational work. Whereas other sports just starting in this space will typically be focusing more on their inclusion policies, understanding the terminology, running awareness sessions and starting to communicate more openly their work or intent in this area. As points even themselves out across the life of the index, and it is unlikely that any one organisation is highly active in all areas of the index (the index is always designed with stretch), the scoring of the instrument remains equitable and current regardless of where you are in the lifecycle.

Pride in Diversity will continue to benchmark LGBTI Inclusion within Australian Sport nationally via the PSI providing you with annual data that will enable you to clearly track your progress and benchmark your work in what has to be one of the fastest growing areas of diversity and inclusion.

QUICK TIPS: COMPLETING THE SUBMISSION DOCUMENT

IMPORTANT PLEASE READ: These points are designed to assist you and to ensure that your evidence is not missed by the marking team.

- You may choose to complete your submission by answering the questions within this document or you may create a document of your own design. Should you create your own document, **please ensure** that you clearly indicate the question number/letter that you are responding to for **each question**. Information for any given question that appears elsewhere (i.e. as part of another response) but is not appropriately numbered will likely be missed. Pride in Diversity takes no responsibility for missing content or not allocating points to questions that are not clearly numbered or that are out of sequence.

Please note: you do not receive any additional marks for presentation.

- More is **not** better. The more content that is provided, the easier it is to miss the specific piece of information that we are looking for. In many cases a couple of sentences or a short paragraph **is all that is required**. Succinct, direct answers that get straight to the point will ensure that your response is not lost. It will also make your submission far less costly to produce and take less time to complete.
- Pride in Diversity is not responsible for cross checking table summaries at the top of each section against question responses or vice versa. The tables are for your quick and easy reference and assist in the compilation of appropriate evidence. Pride in Diversity will move straight to the evidence provided for each question. It is not the responsibility of Pride in Diversity to follow up with submitting organisations if a table entry is crossed but the evidence component is left blank. Where evidence is requested and not provided, points will not be allocated.
- If you are sending your submission in soft copy, you may choose to embed files within the document or send as separate attachments. We have access to DROPBOX for large documents. If you are sending separate attachments as evidence, please ensure that the question number/letter that you are responding to is documented within the filename or written on any attachments. Once again, Pride in Diversity will not be responsible for missing evidence that is not clearly marked or that is out of sequential order.
- If you are sending your submission in hard copy, you may like to bind your submission independently to your attachments. If you are sending loose attachments, please ensure that the question number/letter is clearly marked at the top of each page and that the attachments appear in sequential order.
- You do not need to repeatedly include the **same** screen capture or supporting documentation as evidence for multiple questions. For screen captures, include the image once and then throughout the document you can reference the image under question x(x).
- For attached documents that will be referenced for more than one question, you only need to submit the document once, but you do need to clearly indicate the part of the document that responds to the question, identifying the question number/letter. Pride in Diversity will not take responsibility for missing content if entire documents are included as supporting evidence but sections are not clearly marked with the question number/letter throughout.
- Please do not send superfluous extraneous information; it's so easy to lose what we are looking for. The more information that you send that is not directly and succinctly linked to the question that you are answering, the more likely the information that we are looking for will be lost.

Quick Guide for Index Completion:

1. Review the table at the beginning of each numbered section. This table has been designed as a quick reference for you and will help you collect the data you need over the 2016 calendar year.
2. Place an 'x' in the table against **all entries** that reflect your 2016 activity. If you place a cross in a row that is shaded, you will need to provide additional evidence and/or evidence. Read carefully the descriptors of evidence required for each shaded row below the table. Example:

Please select all that apply and provide evidence where requested

→	X	(a) We do not have any documented policies addressing homophobia in our sport
		(b) We have a policy that specifically addresses homophobia in our sport
		(c) The above policy has been communicated within the 2016 calendar year
		(d) We have taken steps to ensure that the above policy is implemented within the 2016 calendar year
		(e) Our stand on homophobia has been communicated within induction or orientation programs or within packs given out by the organisation/club within the 2016 calendar year
		(f) Our stand on homophobic behaviour, bullying, harassment and/or abusive language towards LGBTI people has been built into a formal code of conduct.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES



B - We have a policy that specifically addresses homophobia in our sport

Please copy/paste a portion of your policy that specifically addresses homophobia in sport.

3. For **each 'x' in the table**, refer to the evidence required below the table. You can identify this by the row letter. Please respond to the question as succinctly as you can. Often a couple of sentences or a short paragraph is all that is needed. In many cases, you can copy/paste from existing materials. In some instances if may be physical evidence that is required ie. a copy of a brochure. These may be scanned and placed into the space provided or you may include as an attachment.

If you are not copying/pasting directly into the document, please ensure that the question number and letter appears in any soft-copy filenames or is clearly marked on any hard copy documentation. It is also highly recommended that you cross-reference information provided for each section within the completion guide as this will provide greater clarity where needed and may answer any questions that you have.

Pride in Diversity takes no responsibility for missing evidence that:

- Is hidden within the response to another question
- Is not clearly marked with the right question number/letter
- Is out of sequence
- Is hidden within a large amount of extraneous, superfluous information
- Is missing even if the table entry has been selected.

PRIDE IN SPORT INDEX

LGBTI INCLUSION IN AUSTRALIAN SPORT

Section by section guide
to answering the PSI
2016 questions

SECTION 1: POLICY & PRACTICE

This section is worth 35 points.

PLEASE NOTE:

NSOs are required to have a Member Protection Policy, and this policy may detail information and procedures related to items within this section of the index. In some instances, it is fair to show relevant aspects of the Member Protection Policy as evidence, but if you are referring to it, please be specific and detail how it has driven LGBTI specific policies, procedures and/or behaviours within your organisation in relation to the question being asked.

SECTION 1.1 Strategic Commitment to LGBTI

This section is used to determine the existence of formalised diversity and inclusion goals at a strategic level.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q1.1(d) We have a formal diversity strategy which clearly identifies LGBTI inclusion as an area of focus.

There are many ways that a focus on LGBTI inclusion can be documented within an organisation's Diversity and/or Inclusion strategy. Some sporting organisations may focus on specific pillars of diversity such as Aboriginal/Torres Strait Islanders, Women, Cultural, LGBTI and have documented targets within each. Others may focus on the outcomes of diversity more generally, ie. greater representation in sport, inclusivity/engagement etc., and then feed specific goals for diverse populations into these. Regardless of how your diversity strategy or targets are articulated, what we are looking for here is evidence that **LGBTI inclusion** is specifically called out and not assumed. Please provide evidence of LGBTI being clearly articulated within any diversity plans or strategy documents that you have covering the 2016 calendar year. This has to be **over and above** any general statements of diversity support that most organisations now have in place.

Q1.1(e) The LGBTI component of our diversity strategy documents has clearly articulated outcomes/indicators/goals or targets in relation to LGBTI inclusion in sport.

Here we take the diversity strategy one step further. While LGBTI inclusion may be called out within a diversity strategy or plan, having clearly articulated objectives for this aspect of diversity and inclusion takes it to another level. To gain a point for this question, you must be able to show that have had targets/goals/outcomes or indicators (whatever your language) in place that specifically relate to LGBTI inclusion for the 2016 calendar year.

Q1.1(f) If you have responded to (d) or (e) above, please indicate whether or not this has been communicated across your sporting organisation and if so, to what extent and when.

Awareness of LGBTI inclusion being built into a diversity strategy contributes to the overall visibility of LGBTI inclusion in addition to providing a means for solicited and/or unsolicited feedback. Here we are trying to determine whether or not people are aware that the strategy exists. Please indicate when this was last communicated, to what extent (who to) and when. Was this communicated within the 2016 calendar year at all? If so, please articulate this. If you have not specifically sent out communication in regard to your strategy, please identify how people find out about it.

SECTION 1.2 Accountability and Resourcing

This section is used to determine the extent of accountability against diversity targets along with any resources or support that you have in place to assist with your diversity and inclusion initiatives.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q1.2(b) We report against LGBTI outcomes/indicators/goals or targets.

An additional point will be allocated here if you are able to provide evidence of reporting against any of your LGBTI targets. Reporting shows evidence of accountability. If you do report on LGBTI targets, please describe the reporting process, who you report to (seniority) and how often.

Q1.2(c) We have a staff member or official who has LGBTI inclusion as part of their formal role or accountability.

Here we want to determine whether or not LGBTI inclusion has been built into the deliverables or key expectations of a person's role within your organisation. If so, please provide evidence of where this has been documented. This may be part of a person's formal job description or role expectations documentation or a component of any formal performance review process.

Q1.2(d) We have access to an LGBTI advisory group or external LGBTI inclusion expertise to assist or provide advice on our LGBTI inclusion initiatives.

LGBTI inclusion can be a tricky area to navigate and we do recommend either having an internal advisory group that you can call on or external expertise. Either is fine, simply provide evidence of what you have. If you are a member of Pride in Diversity or Pride in Sport, simply state that you are a member. No further evidence is needed. If you have alternative external expertise, simply provide evidence of that expertise being sought over the 2016 calendar year.

SECTION 1.3 Staff Policies and Benefits

This section is used to determine the LGBTI inclusivity of your policies and benefits as they relate to administration (ie. employees/staff and volunteers completing work for the NSO or SSO).



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q1.3(b) We clearly define family, partner and parent as being inclusive of same sex relationships/families.

While many organisations will use gender neutral terminology as a means of being inclusive, research shows us that unless it is clearly articulated that partner/family/parent policies are inclusive of same sex relationships and families, impacted individuals are likely to read themselves out of these policies. Here we are looking for evidence that your policies clearly articulate inclusivity of same sex partners, families and parents. This may be through the wording within the policy itself (copy and paste the wording as evidence where it specifically articulates inclusion for same partners, families, parents) or it may be via a glossary of terms or definitions. Assumed inclusion will not receive any points.

Q1.3(c) We have within our policies and/or benefits documentation clearly articulated support for and inclusion of transgender people completing work for the NSO or SSO.

Please note: This participation of transgender athletes / players in alignment with their affirmed gender is currently outside of the scope of this index.

To receive points for this question, please provide evidence of where you have articulated support and inclusion for transgender people completing work for the NSO or SSO. Please provide a copy of this articulation along with details of where this can be found.

Examples may be communicated support for those transitioning within the workplace, building awareness of challenges faced by transgender people, communicated zero tolerance of transphobia, dedicated points of contact for transgender individuals seeking confidential communications or support.

Q1.3(d) We have within our policies and/or benefits documentation clearly articulated support for and inclusion of intersex people completing work for the NSO or SSO.

Please note: The challenges faced by intersex athletes / players competing in gendered sport is currently outside of the scope of this index.

To receive points for this question, please provide evidence of where you have articulated support and inclusion for intersex people completing work for the NSO or SSO. Please provide a copy of this articulation along with details of where this can be found.

SECTION 1.4 Policies addressing homophobia

This section is used to determine the extent and communication of any policies addressing homophobia within your sport. Please read through the statements in the table and only select and respond to those that apply. Shaded rows indicate the need to provide further information immediately below the table.

homo|pho|bia

NOUN

- dislike of or prejudice against homosexual people.
synonyms: prejudice · partiality · partisanship · favouritism · [more]



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q1.4(b) We have a policy that specifically addresses homophobia in our sport.

While an NSO or SSO may communicate its stand against homophobia in sport, putting this into a formal policy makes those completing work for the organisation accountable. To gain points for this question, it must be clear from the evidence that you provide, that you have a clearly articulated policy on homophobia within your sport.

Q1.4(c) The above policy has been communicated within the 2016 calendar year.

A policy has little impact if people are not aware that it exists. Please identify and provide evidence of your communication of this policy within the 2016 calendar year. Indicate how broadly the policy was communicated (to who?) and when.

Q1.4(d) We have taken steps to ensure that the above policy has been implemented within the 2016 calendar year.

Please describe any work that you have done or actions that you have taken to ensure that your policy around homophobia in sport has been implemented within the 2016 calendar year. What we are looking for is evidence that the policy has been acted upon as opposed to just being documented as an internal policy. Include any information that you feel may apply.

Q1.4(e) Our stand on homophobia has been communicated within induction or orientation programs or within packs given out by the organisation within the 2016 calendar year.

Communicating your diversity policies and your stand on homophobia in sport in any introductory programs or packs helps to establish early on what is unacceptable behaviour and the importance of inclusivity within your NSO or SSO. For many LGBTI people, this early indicator of inclusivity can also make an incredible difference as to how the organisation is perceived, their engagement with your organisation and their own personal sense of wellbeing and inclusion.

Q1.4(f) Our stand on homophobic behaviour, bullying, harassment and/or abusive language towards LGBTI people has been built into a formal code of conduct.

Communicated codes of conduct provide clarity around non-acceptable behaviour for all those completing work for the NSO or SSO. Documented codes of behaviour also make it easier for others to call out the behaviour or address it as a violation of that code. To gain points for this question, you will need to provide evidence of any code of conduct documentation that specifically addresses LGBTI bullying, harassment, abusive language, homophobic / transphobic slurs.

SECTION 1.5 Sanctions, Remediation and Reporting

This section is used to determine the extent and communication of any sanctions, remediation and reporting processes specific to homophobia, LGBTI harassment or discrimination within your sport.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q1.5(b) We have formally documented sanctions/remediation processes that specifically addressing homophobic bullying, LGBTI harassment or LGBTI related discrimination in our sport.

This question has a tiered point allocation. The first thing we are looking for is any documented sanctions / remediation processes that you may have in place that address homophobia, LGBTI bullying, harassment or discrimination. You will need to show specifically where your evidence addresses homophobia or related behaviours to score a point above what would be otherwise generic processes. Once again, the impact of this documentation is significant. It not only reiterates your stand on homophobia but it also sends a very clear message this behaviour will not be dismissed. Secondary points are further allocated if you can show that information regarding sanctions and remediation processes in response to homophobia etc., have been widely communicated within the 2016 calendar year. If this has been communicated, please identify the groups you have communicated these sanctions/processes to and briefly outline how they were communicated.

Q1.5(c) We have formal procedures in place that allows individuals to report instances of LGBTI related bullying/harassment or homophobic/transphobic behaviours.

The process that allows for the reporting of bullying/harassment may be generic. If you can show that you have clearly documented procedures that allow for an individual to report bullying/harassment, then a point will be allocated. If however you can show specific reference to homophobia within this documentation or if your documentation communicates your stand on homophobia or what it deems to be homophobic behaviour alongside any other examples of non-acceptable behaviour, than an additional point will be added.

Q1.5(d) We monitor instances of homophobic bullying/harassment

Here we just need to see evidence that you monitor this information. It may be a detailed outline of your monitoring process or a copy of your monitoring spreadsheet/forms (details removed). A formal process does need to be evident within your response to differentiate it from simply “keeping an eye on complaints”.

Q1.5(e) We have provided our main points of contact for complaints (welfare officers, complaint handlers, officials) training in LGBTI awareness and the reporting of incidents.

Matters pertaining to one’s sexual orientation, gender identity or intersex status can sometimes be difficult to navigate particularly if the individual making the complaint does not feel safe to disclose or perceive that there will be little understanding of their situation. It’s for this reason that many individuals choose not to disclose or report through formal reporting avenues. Lack of reporting data is therefore no indicator of inclusion. Individuals are more likely to disclose to friends or people within an Ally/Champion Network or within a diversity role. The more aware your first points of contact for complaints are of the challenges faced by LGBTI people and of the courage it sometimes takes to disclose personal information, the more likely they will be to assist in this process. Language and awareness are critical to creating an inclusive culture and for this reason; we believe it is critical to train your first point of contact for grievances. To gain points for this question, you must provide

an outline of any training provided and you must provide evidence of this training being conducted within the 2016 calendar year.

Q1.5(f) Our senior officials and coaches are held accountable for addressing homophobia in sport.

To gain points for this question, it is important that you clearly outline HOW your officials and coaches are held accountable along with how you monitor this. Any information that you can provide that will help us to understand the extent of accountability and how you communicate this and monitor it will be useful here.

Q1.5(g) We have a point of contact for LGBTI people within our sport outside of formal reporting avenues should someone have a question or wish to seek confidential advice.

As mentioned previously within this document, there is often reluctance from LGBTI people to report through formal reporting channels due to the fact that there's no guarantee that the person on the end of the phone will be understanding or sympathetic to the challenges faced. Outing yourself to someone within the organisation when you have no idea of whether or not they are an Ally carries significant risk. For this reason, many LGBTI people would rather speak to someone within the ALLY/Champion Network or someone within diversity. The exception to this rule is if there are designated points of contact for LGBTI people to call confidentially within the organisation should they have a question or wish to seek advice in relation to their orientation, gender identity or intersex states. If there are LGBTI people within the organisation or people that have been trained in LGBTI awareness and consider themselves to be Ally's, then identifying them as key points of contact for LGBTI people can be extremely beneficial and can provide critical insight into the general concerns that people hold. If you have such points of contact, please provide evidence of where this is communicated or how this is communicated across the NSO or SSO.

Q1.5(h) We have support services in place for those who have been the target of homophobia, bullying/harassment.

Please describe the support offered to those who have been the target of homophobia, bullying/harassment and how this is communicated.

SECTION 2: CULTURE & VISIBILITY

This section is worth 30 points.

SECTION 2.1 Internal visibility of LGBTI inclusion

This section is used to determine the visibility of LGBTI inclusion internally. Evidence may include activity of NSO/SSO Administration.

Please note: There may be some cross-over between the responses to the questions below. It is important to understand that you cannot use the same piece of evidence for multiple questions. If you use an event or campaign or promotion as evidence for one question, you will need to use a different piece of evidence for another. Please choose carefully the evidence most applicable to the question being asked.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Question 2.1(b) - There is visible support for LGBTI inclusion internally

Please provide some context and evidence of visibility. Evidence may include photographs of LGBTI related posters, anti-homophobia campaigns, ALLY identifiers (such as pins, postcard, name plaques/tents). It may include promotion of your Ally/Champion network activity or rainbow flags. This doesn't have to be year round, but throughout the 2016 YEAR, if there has been any visibility of LGBTI inclusion or your stand on homophobia internally, this is the place to include that evidence.

Question 2.1(c) – Our employees / players / athletes / volunteers can locate information on our LGBTI inclusivity or stand against homophobia in sport

Please indicate where people would go to locate this information (provide a URL if relevant) and whether or not this information is widely communicated / publicised. Any additional information that you can provide in terms of the promotion of your stand against homophobia in sport internally would be of value.

Question 2.1(d) – We have within the 2016 calendar year held events or activities that have promoted LGBTI inclusivity or our stand against homophobia

Please provide an outline of the events held and how they specifically promoted LGBTI inclusion or your stand against homophobia in sport. You will need to provide evidence of at least one of these events (promotional flyers, newsletter articles, photographs are all valid). It would also be useful to know approximately how many of these events were held in the 2016 year and approximate attendance. While this does not add to points given for this question, it does allow us to gauge levels of activity for benchmarking purposes.

Question 2.1(e) – We have within the last year distributed, displayed or promoted anti-homophobia or inclusion materials/messages internally.

You will need to provide evidence of at least one of these instances.

SECTION 2.2 External visibility of LGBTI Inclusion

This section is used to determine the visibility of LGBTI inclusion externally.

Please note: There may be some cross-over between the responses to the questions below. It is important to understand that you cannot use the same piece of evidence for multiple questions. If you use an event or campaign or promotion as evidence for one question, you will need to use a different piece of evidence for another. Please choose carefully the evidence most applicable to the question being asked.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q2.2(b) - We have provided resources or information to families re: homophobia in sport within the last two years.

Please provide evidence of one such instance. Please also provide some context around how this information was distributed, to how many (if applicable) and when etc.

Q2.2(c) – Our stand on homophobic behaviour and/or LGBTI related bullying, harassment and/or abusive language has been communicated externally, outside of our sport within the 2016 calendar year.

Please provide evidence of one such instance. Please also provide some context around how this information was distributed, to how many (if applicable) and when etc. This cannot be the same piece of evidence used for Q2.2(b).

Q2.2(d) – We have held an external event or promotion to promote our LGBTI inclusivity within the 2016 calendar year.

Please provide evidence of one such instance while providing some context to the event ie. key messages, audience etc.

Q2.2(e) – We have within the 2016 calendar year contributed to external commentary, press, blogs, newspapers, media coverage or advertising in support of LGBTI inclusion.

Please provide evidence of one piece of coverage. If you have several to choose from, please choose the one with the largest amount of content specific to LGBTI.

Q2.2(f) – We have publicly available information (ie website) that effectively communicates our stand on homophobia.

Please provide a URL or means of locating this information. Question 2.1(c) asks a similar question but is geared more towards players, staff. This question 2.2(f) is geared towards the general public. If you believe that one piece of evidence sufficiently covers both and that this would be a logical place to look for both audiences seeking this type of information, please make a case for it. Ideally Question 2.1(c) would look not only at your stand on homophobia but at the broader issue of LGBTI inclusivity within sport. Evidence provided for 2.2(f) would be geared more towards the general public re: zero tolerance of homophobia.

SECTION 2.3 Leadership Support

This section is used to determine the level of leadership support for LGBTI inclusion. Evidence provided may include activity of NSO/SSO Administration.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q2.3(b) - Our most senior leader / leadership have communicated their stand on homophobia in sport within the 2016 calendar year.

Please provide evidence of one such instance. This may be support that your leadership has expressed internally via staff emails, newsletters, speaking at any internal LGBTI related events or it may be externally communicated. If you are utilising evidence for external communications, please ensure that it is not the same evidence provided for any of the questions in section 2.2 unless you can show that this external communications has been widely distributed or communicated internally as well.

Q2.3(c) – We have an executive champion or ambassador to promote and support our LGBTI inclusion initiatives internally.

This is a multi-point question. If you have an executive champion or ambassador who will promote and support your LGBTI inclusion initiatives as a senior person within the organisation, please indicate his or her level of seniority. This will award you one point. An additional point will be awarded if you can show evidence of this person actively promoting or support your LGBTI inclusion initiatives internally within the 2016 calendar year.

SECTION 2.4 Coach Support

This section is used to determine any support provided to coaches in terms of LGBTI inclusivity or in identifying and addressing homophobia in sport.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q2.4(b) We have supported coaches to actively promote LGBTI inclusivity within our sport

For this question you will need to provide an overview of how you support your coaches in the active promotion of LGBTI inclusivity. You may choose to include information sheets that you have provided to coaches, materials or booklets developed or details of any information sessions you have held (just to name a couple of examples). The key is INFORMATION. How does a coach promote LGBTI inclusivity? What can they do? What does this look like? Any information that you have provided to assist coaches promote the sports inclusivity can be included here.

Q2.4(c) We have provided coaches with support on how to identify and address homophobic behaviour.

A point will also be allocated if you can show that you have provided coaches with information on how to recognise and address **homophobia** in sport. You cannot include evidence provided for Q1.5(f) here as Q1.5(f) refers to holding coaches accountable. This question (2.4b) specifically refers to any support that your organisation has provided to coaches to help them identify homophobia and take action to address it.

SECTION 2.5 Role Models

This section is used to determine visibility of OUT role models within your sport and the promotion of their stories. Evidence provided may include activity of NSO/SSO Administration.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q2.5(b) We have promoted OUT role models within our sport within the 2016 calendar year (either internally/externally or both).

Please provide evidence of one such instance providing some context to the event.

SECTION 2.6 ALLY Networks

This section is used to determine the existence and promotion of any LGBTI ALLY initiatives within your sporting organisation. Evidence provided may include activity of NSO/SSO Administration. ALLY Networks are often referred to as LGBTI Employee Resource Groups (ERG's), LGBTI Employee Networks or LGBTI Champion initiatives.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q2.6(b) – We have an LGBTI Ally or Champion Network

Please provide details of when the network was established. If you have been working on the establishment of a network but it is not officially up and running yet, please outline the work completed to date and provide evidence of this.

Q2.6(c) – We have a formal approach to tracking membership of our LGBTI ALLY/Champion Network

Please provide some context as to who the network is open to, or promoted to and if you have a mailing list or membership list, approximately how many people are in the network. If you do not have a membership or mailing list, please indicate how you gauge current membership.

Q2.6(d) – We promote the existence of the LGBTI Ally or Champion Network

How do people find out about the network? How is the network promoted? Please provide any details around the visibility of your network. To gain an additional point here, you will need to provide evidence of the network being promoted on at least one occasion within the 2016 calendar year.

Q2.6(e) – We have held LGBTI Ally or Champion Network events

Please provide evidence of at least one Ally/Champion Network event held. Any additional details around the frequency and/or attendance of events would be valuable for benchmarking assessment but do not hold any additional points at this stage.

Q2.6(f) – The LGBTI Ally / Champion network has documented objectives or a plan in place to increase the visibility of LGBTI inclusion within our sport or organisation

An effective network is one that contributes back to the organisation. Networks that have clearly stated goals and objectives aligned to the overall organisations diversity plan or people strategy are not only highly regarded internally but also provide the organisation with a committed group of individuals that are able to help drive some of the work around inclusion. Points are available here if your Ally/Champion Network within the 2016 calendar year has had clearly articulated goals that feed directly into the sporting organisations work on diversity and inclusion. Please provide a copy of these goals and explain how they contribute to the overall work on LGBTI inclusion to gain points for this question.

Q2.6(g) – The LGBTI Ally/Champion network has within the 2016 actively promoted the inclusion in sport or anti-homophobia message.

To gain a point for this question, you will need to provide evidence of where the Ally/Champion network has actively promoted either LGBTI inclusion in sport or the anti-homophobia message. Evidence provided here cannot duplicate any evidence provided elsewhere in this submission.

SECTION 3: TRAINING

This section is worth 15 points.

This section is used to determine the extent and content of any LGBTI specific training provided by the organisation.

Please note: There may be some cross-over between the responses to the questions below. It is important to understand that you cannot use the same piece of evidence for multiple questions. Please choose carefully the evidence most applicable to the question being asked.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q3(b) - We have provided face-to-face or online training that reinforces the No to Homophobia in Sport (or similar) message within the 2016 calendar year.

To receive points for this question, you will need to provide an outline of the topics covered within the training in addition to evidence of the training being conducted within the 2016 calendar year.

Q3(c) - We have provided LGBTI awareness/inclusion training to coaches within the 2016 calendar year.

To receive points for this question, you will need to provide an outline of topics covered in addition to evidence of the training being conducted within the 2016 calendar year. Please note, this is over and above any evidence provided in response to Q2.4(c) *Supporting coaches to actively promote inclusion* or Q2.4(d) *Support on how to identify and address homophobia*. This question 3(c) specifically looks at LGBTI inclusivity / awareness not promotion or homophobia as such. If you feel that the evidence provided in Section 2.4 would equally apply here, please provide a detailed outline of the LGBTI inclusivity training you have provided to coaches marking out that which deals with the promotion of inclusivity, the identification and addressing of homophobic behaviour and general LGBTI inclusivity/awareness.

Q3(d) - We have provided training, resources, information to players/athletes re: homophobia in sport within the 2016 calendar year specifically detailing our behavioural expectations.

Please provide an outline of topics covered and evidence of this material being delivered to players/athletes within the 2016 calendar year.

Q3(e) - We have provided training, resource or information specifically targeting our youth re: homophobia in sport within the 2016 calendar year.

Please provide an outline of topics covered and evidence of this material being delivered to youth within the 2016 calendar year.

Q3(f) - We have provided training, resources or information re: LGBTI awareness/inclusion and the role of an Ally to our LGBTI Ally/Champion network.

We often assume that our LGBTI Ally or Champion networks won't need any training in LGBTI awareness, but training for this group is critical. As Allies or Champions are generally visible supporters of LGBTI inclusion, they will often be asked questions or challenged on the need for such a group. It is important that Allies/Champions understand WHY this is important in addition to the challenges that are faced by LGBTI individuals, how this impacts the sport and what being an Ally or Champion is all about. Often people will ask HOW they can be an effective Ally or Champion, once again highlighting the need for training. You will gain a point for this question if you can show evidence of having conducted training for your Allies/Champions within the 2016 calendar year. You will gain an additional point if you are able to outline content specific to the role of an Ally within that training.

SECTION 4: COMMUNITY ENGAGEMENT

This section is worth 10 points.

This section is used to determine the extent of community engagement within your NSO/SSO.



EVIDENCE REQUIRED FOR THE FOLLOWING RESPONSES

Q4(b) - We have supported LGBTI community organisations through the 2016 calendar year (ie. Fundraising, volunteering, speaker provision)

Please provide evidence of the above. If you do not have any evidence to support this, consider a letter from the organisation to validate the support you have provided within the 2016 calendar year

Q4(c) - We have participated in LGBTI community events under the official banner of our sport within the 2016 calendar year (ie. Pride Parades, Mardi Gras, International Day against Homophobia, Wear it Purple).

Evidence pertaining to an individual participating in these events under their own accord does not warrant a point here. Evidence needs to be provided that you, as a NSO or SSO participated in one of these events. Evidence may include photos, press etc.

Q4(d) - We have promoted the anti-homophobia message within significant games / trials / events within the 2016 calendar year.

Please provide photo evidence and details of the event.

Q4(e) - Our players and/or coaches have taken on official community Ambassador roles relating to the anti-homophobia message (or LGBTI inclusion) within the 2016 calendar year.

Please provide evidence of the above.

SECTION 5: INCLUSION BEYOND

This section is worth 5 points.

This is an opportunity for you to outline any LGBTI related work or activities that have had a positive impact ***beyond your immediate organisation/club.***

Examples may include:

- mentoring other clubs/sports organisations
- local contribution having international impact
- contribution to studies/research
- taking a public stand on issues affecting the LGBTI community (e.g. marriage equality, mental health)
- Influencing key sponsors and/or suppliers to participate in LGBTI inclusion, and/or anti-homophobia activities

PLEASE NOTE:

Points will only be allocated to any additional information provided within this section if evidence is provided. You may include as many entries as you like within this section but they must be linked to LGBTI inclusion, LGBTI social issues, LGBTI activity or your work around zero tolerance of homophobia. You cannot include information that has been covered elsewhere within the index.

SECTION 6: ADDITIONAL INFORMATION

This section is worth 5 points.

This is an opportunity for you to submit any further information in regard to initiatives in place or work that has been done but not covered elsewhere within this submission.

You may also make a case for any significant piece of work within the last year within any area of the submission that you believe would be over and above the expectations of this submission. (For example, if you have conducted a substantial amount of training or taken on a significant media campaign that surpasses what you believe would be reasonable expectations of the index, may make a case for this here).

Next Steps

Thank you for participating in the national benchmark for LGBTI workplace inclusion in Australian Sport, and associated awards.

Please send your submission by the nominated deadline to:

PSI@prideindiversity.com.au;

or via post to:

Pride in Sport Index Submissions
Pride in Diversity
PO Box 350
DARLINGHURST 13000

Or via courier to:

Pride in Sport Index Submissions
Pride in Diversity
Level 1, 414 Elizabeth Street
SURRY HILLS 2010

Please ensure that your submission and any hardcopy evidence you choose to include is received by the Pride in Diversity office no later than 5:00pm Friday 24th of March 2017, Sydney AEST time.

If you are providing soft copies of supporting evidence, please ensure that you clearly refer to the section that the evidence relates to within the title name AND within the document itself to ensure that important information is not overlooked.

Our 2017 award winners will be announced via a press release and at the annual Pride in Diversity LGBTI Inclusion Awards mid-May. All participating organisations will receive a copy of the press release via email on the day. For those who wish to attend the luncheon, tickets for this event can be purchased from Pride in Diversity. For those not attending, they will be notified on the afternoon of the announcements.

For more information, please contact Pride in Diversity Senior Program Manager, Ross Wetherbee on (02) 9206 2139.