**FOR THOSE WHO SUBMITTED LAST YEAR:**

**SOME QUESTIONS HAVE CHANGED, AS HAVE SOME EVIDENCE REQUIREMENTS TO SIMPLIFY THE INDEX.**

**PLEASE READ EACH QUESTION AND THE EVIDENCE REQUIRED CAREFULLY.**

**PLEASE ENSURE THAT EVERY QUESTION IS ADDRESSED AS IF FOR THE FIRST TIME.**

**ALL WORK IN THIS DOCUMENT RELATES TO 2018 ACTIVITY ONLY.**

**THIS IS THE LAST YEAR OF ITERATION 3 OF THE INDEX. A NEW INDEX ALIGNED TO CURRENT AUSTRALIAN AND INTERNATIONAL BEST PRACTICE WILL BE RELEASED THE YEAR FOLLOWING.**

**YOU MAY DELETE THIS PAGE.**

# PARTICIPATION DETAILS

This section much be completed in full by all participating organisations.

|  |  |
| --- | --- |
| Entity to be assess: | *Please enter name as you would like it to appear on certificates or any awards if applicable* |
| Are you:  | ***Please delete that which is not relevant:**** *National Sporting Organisation (NSO):*
* *State Sporting Organisation (SSO)If SSO, please identify the name of your National Sporting Organisation:* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***
* *Professional Club*
* *University Sport*
* *Other, If other, please state:* ***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***
 |
| Organisation size (turnover): | ***Please delete that which is not relevant (for potential benchmarking):**** *Category 1: $0 - $1,000,000*
* *Category 2: $1,000,001 - $5,000,00*
* *Category 3: $5,000,001 - $25,000,000*
* *Category 4: $25,000,000 +*
 |
| State of Submitting body: | ***Please delete that which is not relevant (for potential benchmarking):**** *NSW*
* *QLD*
* *VIC*
* *ACT*
* *SA*
* *WA*
* *NT*
* *TAS*
 |

|  |  |
| --- | --- |
| Contact Person for the Index*(Index and benchmarking publication will be sent to this person)* | *Name:* *Job Title:**Department / Division if applicable:**Postal Address:**Email:**Phone:* |
| Secondary Contact Person for the Index *(soft copy of the Index results will be copied to this person. Hard copy only to the primary contact above).* | *Name:* *Job Title:**Email:* |
| Sport | *Please identify the sport/s covered by the submitting entity* |
| Identification in Results*Sporting tier recognition is based on the score achieved within the index*. | *At what point would you like to be identified as participating within the PSI (tier ranking given only, not individual scores) –* ***PLEASE DELETE THE THREE STATEMENTS THAT DO NOT APPLY**** *Do not identify us at all – anonymous*
* *Only identify us if we reach Bronze tier or higher*
* *Only identify us if we reach Silver tier or higher*
* *Only identify us if we reach Gold tier or higher*
 |

NEGATIVE PRESS / COMPLAINTS DISCLOSURE

Please place an X in the column to the left of the below statements to disclose any negative press or complaints received in terms of your LGBTI inclusivity throughout the submission year.

|  |  |
| --- | --- |
|  | We have received negative press that has impacted our reputation as being LGBTI inclusive sport/club |
|  | We have had formal complaints lodged against us for LGBTI discrimination, bullying or harassment (Fair Work Ombudsman, Human Rights Commission, Sex Discrimination Act) |

In relation to the above (maintaining required confidentiality), please broadly outline the negative press or complaint, your course of action or response/outcomes of any complaints lodged:

ACCURACY STATEMENT

We confirm that at the time of submission, details provided for all submissions identified within this document are true and accurate at the time of submission. We understand that should any claims be found to be false, points and rankings will be adjusted accordingly.

|  |  |
| --- | --- |
| Name of person signing off accuracy: |  |
| Position within organisation: |  |
| Contact Email: |  |

SECTION 1: POLICY & PRACTICE

**All responses must relate to the 2018 calendar year.**

This section of the PSI covers:

* Strategic Commitment to LGBTI inclusion
* Accountability & Resourcing
* Staff Policies & Benefits
* Policies addressing homophobia
* Sanctions, Remediation & Reporting

**PLEASE NOTE:** NSO’s are required to have a Member Protection Policy (MPP), 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 MPP as evidence, but if you are referring to this, please be specific and detail how it has driven LGBTI specific policies, procedures and/or behaviours within your organisation in relation to the questions being asked.

## SECTION 1.1: STRATEGIC COMMITMENT TO LGBTI INCLUSION

*This section is used to determine the existence of formalised diversity and inclusion goals at a strategic level. Please read through the questions carefully and limit your responses to the evidence required. Please do not include any extraneous information. Your responses should only be specific to a strategy current within the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Strategic Commitment to LGBTI Inclusion** | **Evidence Required** | **Evidence Provided** |
| 1.1(a) | We have documented LGBTI inclusion as an area of Diversity & Inclusion for our sport; relevant to the 2018 calendar year. | Please provide:1. A copy of the document that identifies LGBTI inclusion as a targeted area within your diversity and inclusion work; or
2. Supporting evidence that would clearly indicate this

*Note: Email communications or social media posts/blogs related to LGBTI inclusion will not be accepted as evidence. This needs to be formally documented as an area of work within your diversity strategy.*  |  |
|  | **Strategic Commitment to LGBTI Inclusion** | **Evidence Required** | **Evidence Provided** |
| 1.1(b) | The LGBTI component of our diversity or inclusion strategy has clearly articulated goals, plans, actions lists or documented outcomes. | Please provide:1. A copy of any work plans, action lists, targets or documented outcomes that are aligned to the LGBTI component of your strategy

*Note: This is over and above your strategy. If your strategy by default contains a detailed plan or equivalent and this has been included in 1.1(a) above, please note this and we will review the planning section of your strategy for this question.*  |  |
| 1.1(c) | The fact that LGBTI inclusion is incorporated within our diversity and/or inclusion strategy has been communicated to those within our sport within the 2018 calendar year. | Please provide:1. A copy of one piece of communication that has spanned your sport communicating a message around your LGBTI inclusion strategy

*Note: This is over and above your strategy being placed on your website or intranet pages. It has to be an active communication to those within your sport.* |  |

## SECTION 1.2: ACCOUNTABILITY & RESOURCING

*This section is used to determine the extent of accountability against LGBTI inclusion targets along with any resources or support that you have put in place to assist with your diversity and inclusion initiatives. Please read through the questions carefully and limit your responses to the evidence required. Please do not include any extraneous information. Your responses should only be specific to targets established for the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Accountability & Resourcing** | **Evidence Required** | **Evidence Provided** |
| 1.2(a) | We report on progress against our LGBTI strategy. | In the *Evidence Provided* column to the right, briefly outline:1. Your reporting process
2. Who you report progress to
3. How often you report on progress against strategy

Please provide evidence of **at least one such report** within the 2018 calendar year.) |  |
| 1.2(b) | We have a staff member or official who has LGBTI inclusion as part of their formal role or accountability. | Please provide:1. Evidence to support that a staff member has formal accountability for LGBTI inclusion
 |  |
| 1.2(c) | We have access to an LGBTI subject matter expert to guide or provide advice on our LGBTI inclusion initiatives. | If you have access external expertise (may include, but is not limited to Pride in Sport membership), please:1. Identify the group providing the expertise; and
2. Provide evidence of engagement or advice provided throughout the 2018 calendar year

*Points will not be given for simply referencing an LGBTI person with no experience in LGBTI inclusion work.* |  |

## SECTION 1.3: STAFF POLICIES & BENEFITS

*This section is used to determine the LGBTI inclusivity of your policies and benefits as they relate to administration i.e. Employees/staff and volunteers completing work for the NSO or SSO. Please read through the questions carefully and limit your responses to the evidence required. Please do not include any extraneous information. Your responses should be specific to policies current within the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Staff Policies & Benefits** | **Evidence Required** | **Evidence Provided** |
| 1.3(a) | We communicate that all family benefits within any of our policy documentation are clearly inclusive of LGBTI families. | Please provide a copy of the paragraph/s that clearly articulate this. Please **DO NOT** include extraneous information or attach the entire policy. |  |
| 1.3(b) | Within our HR or diversity documentation, we have clearly articulated support for, and inclusion of, trans and gender diverse people. | Please provide a copy of the paragraph/s that clearly articulate this. Please **DO NOT** include extraneous information or attach the entire policy. |  |
| 1.3(c) | Within our HR or diversity documentation, we have clearly articulated support for, and inclusion of, intersex people. | Please provide a copy of the paragraph/s that clearly articulate this. Please **DO NOT** include extraneous information or attach the entire policy. |  |

## SECTION 1.4: POLICIES ADDRESSING HOMOPHOBIA/TRANSPHOBIA

*This section is used to determine the extent and communication of any policies that* ***very specifically*** *address homophobia and transphobia within your sport. Please do not include any extraneous information. Your responses should be specific to policies current within the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Policies: Homophobia/Transphobia** | **Evidence Required** | **Evidence Provided** |
| 1.4(a) | We have a policy that specifically addresses homophobia/transphobia in our sport. | Copy and paste **only the portion of your policies** that specifically addresses homophobia/transphobia within your sport. *Note: Full points will only be given if both are addressed. If the policies/communication which address homophobia and transphobia are documented separately, please include the relevant paragraph for each.* |  |
| 1.4(b) | We have taken active steps to ensure the ongoing visibility and implementation of our policy on homophobia/transphobia within the 2018 calendar year. | Please:1. Outline any steps taken throughout the 2018 calendar year to keep this message visible or to further implement action against homophobia/transphobia within your sport
2. Provide one piece of evidence to support each claim

*Note: Full points will only be given if both are addressed, if the policies/communication which address homophobia and transphobia are documented separately, please include the relevant paragraph for each. All evidence requested must be submitted for full points.*  |  |
| 1.4(c) | Our stand against homophobia and/or transphobia has been the topic of dedicated communication within the 2018 calendar year. | Please:1. Provide a copy of your most comprehensive communication addressing homophobia/transphobia
2. Identify when this was last sent

*Note: Full points will only be given if both are addressed, if the policies/communication which address homophobia and transphobia are documented separately, please include the relevant paragraph for each.* |  |
| 1.4(d) | Our stand on homophobia/transphobia has been communicated within induction, welcome kits or within our orientation packs. | Please provide evidence of this within the 2018 calendar year.  |  |
| 1.4(e)  | Our zero tolerance policy of homophobic/transphobic bullying, harassment and/or vilification towards LGBTI people has been built into a formal code of conduct. | Please provide a copy of the relevant paragraph/s within your code of conduct.  |  |

## SECTION 1.5: SANCTIONS, REMEDIATION & 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 with your sport. Please do not include any extraneous information. Your responses should be specific to any work or processes current within the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Sanctions, Remediation & Reporting** | **Evidence Required** | **Evidence Provided** |
| 1.5(a) | We have documented processes and sanctions/remediation in place that specifically address LGBTI bullying, harassment and/or vilification within our sport. | Please provide evidence of:1. How the incident is reported
2. Any documented sanctions that directly call this out
3. Any remediation processes that directly call this out
 |  |
| 1.5(b) | Within formal policies or codes of conduct, we have a documented zero tolerance of public anti-gay commentary along with identified action that will be taken if this takes place. | Please provide a copy of this. |  |
| 1.5(c) | We have issued formal communications in regard to our stand against destructive anti-gay public commentary, made by individuals within our sport via social media or any public forum or platform. | Please provide evidence of one such communication and when it was last issued. |  |
| 1.5(d) | Our coaches and senior officials (i.e. referees, umpires, etc.) are held accountable for addressing homophobia/transphobia in our sport. | In the column to the right, please:1. Describe how this accountability works and
2. Provide evidence to support your response.
 |  |
| 1.5(e) | We have support services in place for those who have been the target of homophobic/transphobic bullying, harassment and/or vilification. | Please identify the support services that you have available. |  |

# SECTION 2: CULTURE & VISIBILITY

**All responses must relate to the 2018 calendar year.**

This section of the PSI covers:

* Internal visibility of LGBTI inclusion
* External visibility of LGBTI inclusion
* Leadership support for LGBTI inclusion
* Coach support for LGBTI inclusion
* Role Models
* Ally / Champion Networks

## SECTION 2.1: INTERNAL VISIBLITY OF LGBTI INCLUSION

*This section is used to determine the visibility of LGBTI inclusion* ***internally****. Evidence may include activity of NSO/SSO Administration. Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Internal visibility of LGBTI inclusion** | **Evidence Required** | **Evidence Provided** |
| 2.1(a) | There is visible support for LGBTI inclusion internally. | Please provide evidence of any LGBTI related posters, postcards, flags, ally stickers, pride game/event posters, anything internally that would show that your sport and administration are inclusive of LGBTI people. |  |
| 2.1(b) | Our employees / players / athletes / volunteers can easily locate information on our LGBTI inclusivity or position on homophobia/transphobia in sport. | Please either provide a copy of this communication or a screen capture of your intranet page of where this information exists. |  |
| 2.1(c) | Within the 2018 calendar year, we have held **internal** events or activities that have promoted LGBTI inclusivity or our stand against homophobia/transphobia. | Please provide details **for up to two such events** and evidence of when each event was held. |  |
|  | **Internal visibility of LGBTI inclusion** | **Evidence Required** | **Evidence Provided** |
| 2.1(d) | We have a point of contact for LGBTI people within our sport, should they wish to talk **confidentially** to someone who identifies as an LGBTI person or someone who is an ally. This point of contact must be outside of the formal reporting channels or support services, such as EAP or HR (but may exclude the diversity person). | Please identify:1. The name and title of contact
2. How this contact is communicated to those within your sport
3. Provide evidence of that communication

*Note: Full points will only be given if all items are provided.* |  |

## SECTION 2.2: EXTERNAL VISIBLITY OF LGBTI INCLUSION

*This section is used to determine the visibility of LGBTI inclusion* ***externally. Evidence may include activity of NSO/SSO Administration****. Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **External visibility of LGBTI inclusion** | **Evidence Required** | **Evidence Provided** |
| 2.2(a) | Our stand on homophobic behaviour and/or LGBTI related bullying, harassment, and/or vilification has been communicated externally, outside of our sport within the 2018 calendar year. | Please provide evidence of this. *Note: evidence may include: document, website URL, or a screen capture of specific social media post.* |  |
| 2.2(b) | Within the 2018 calendar year, we have held **external** events or activities that have promoted LGBTI inclusivity or our stand against homophobia/transphobia within our sport. | Please provide evidence **for up to two such events**. |  |
| 2.2(c) | Within the 2018 calendar year, we have contributed to external commentary, press, blogs, newspapers, media coverage or advertising in support of LGBTI inclusion within sport. | Please provide evidence for **up to two such** **contributions**. |  |

## SECTION 2.3: LEADERSHIP SUPPORT

*This section is used to determine the level of leadership support for LGBTI inclusion. Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Leadership support** | **Evidence Required** | **Evidence Provided** |
| 2.3(a) | Our most senior leader/executive has communicated their stand against homophobia/transphobia in sport internally or externally within the 2018 calendar year. | Please provide evidence of **one dated communication**. |  |
| 2.3(b) | We have a senior person within our sport who acts as a champion, ally or ambassador for LGBTI inclusion. | Please provide:1. Details of who this person is
2. What they have done throughout the 2018 calendar year to promote LGBTI inclusion within your sport.
 |  |

## SECTION 2.4: COACH SUPPORT

*This section is used to determine any support provided to coaches in identifying and addressing homophobia/transphobia in sport****.*** *Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Coach Support** | **Evidence Required** | **Evidence Provided** |
| 2.4(a) | We have provided our coaches with resources and/or information as to how they can promote LGBTI inclusion within sport. | Please provide:1. A copy of one such resource
2. A date that this was last distributed
 |  |
| 2.4(b) | We have provided coaches or equivalent with specific information on how to identify and address homophobic/transphobic behaviour within sport. | Please provide:1. A copy of one such resource
2. A date that this was last distributed
 |  |

## SECTION 2.5: ROLE MODELS

*This section is used to determine the visibility of OUT ROLE MODELS within your sport and the promotion of their stories.* ***Evidence provided my include activity of NSO/SSO Administration*.** *Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Role Models** | **Evidence Required** | **Evidence Provided** |
| 2.5(a) | Within the 2018 calendar year, we have promoted an out sporting role model (internal or external to our sport) for the purposes of LGBTI inclusion in sport. | Please provide:1. The details of the person promoted
2. How they were promoted
3. Evidence to support this
 |  |

## SECTION 2.6: LGBTI NETWORKS / ALLY / CHAMPION INITIATIVES

*This section is used to determine the existence of a network designed to support LGBTI people, provide networking opportunities and/or visibility of LGBTI athletes/players/participants/allies within Australian Sport*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Role Models** | **Evidence Required** | **Evidence Provided** |
| 2.6(a) | We have a group or safe space in which LGBTI people can come together to network, support one another and promote LGBTI inclusion within our sport.This can include athletes, players, fans, participants, and/or allies. | Please details of:1. The group name and/or approximate membership numbers
2. How they were promoted
3. Any activity within the 2018 calendar year
 |  |

# SECTION 3: TRAINING IN LGBTI AWARENESS/INCLUSIVITY

**All responses must relate to the 2018 calendar year.**

*Evidence may include activity of NSO/SSO Administration. Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Training** | **Evidence Required** | **Evidence Provided** |
| 3.0(a) | Within the 2018 calendar year, we have provided **operational and administrative staff** general face-to-face or online training that reinforces the *No to Homophobia/Transphobia* *in Sport* or addresses LGBTI inclusion in sport. | Please provide evidence of **one** such course being held in 2018:1. An outline of the content covered
2. Approximate duration of the LGBTI component
3. Approximate number of staff attendees

*Note: The same piece of evidence cannot be provided for questions 3.0(a) and 3.0(b).* |  |
| 3.0(b) | Within the 2018 calendar year, we have provided training, resources and/or information specifically targeting our sports **players/athletes/participants** re: LGBTI inclusion in sport and our zero tolerance of homophobic/transphobic behaviour. | Please provide:1. A list of training/resources and information provided to players/athletes/participants
2. Evidence of this being provided / distributed **at least once** within the 2018 calendar year
3. Identify target group and numbers

Note: The same piece of evidence cannot be provided for questions 3.0(a) and 3.0(b). |  |

# SECTION 4: COMMUNITY ENGAGEMENT

**All responses must relate to the 2018 calendar year.**

*Please do not include any extraneous information. Your responses should be specific to the 2018 calendar year.*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Community Engagement** | **Evidence Required** | **Evidence Provided** |
| 4.0(a) | We have participated in fundraising activities, volunteering and/or speaker provision for LGBTI community organisations within the 2018 calendar year. | Please provide evidence for **up to two such activities** within the 2018 calendar year. |  |
| 4.0(b) | We have participated in LGBTI community events under the official banner of our sport within the 2018 calendar year (ie. Pride Parades, Mardi Gras, IDAHOT (International Day against Homophobia & Transphobia), Wear It Purple. | Please provide evidence for **up to two such activities** within the 2018 calendar year. |  |
| 4.0(c) | We have been responsible for the promotion of the anti-homophobia/transphobia message within a significant game/trial/event within the 2018 calendar year. | Please provide evidence for **up to two such events** within the 2018 calendar year. |  |
| 4.0(d) | We have sponsored LGBTI related events and/or organisations within the 2018 calendar year.  | Please provide evidence for **up to two such events** within the 2018 calendar year. |  |

SECTION 5: OPTIONAL PSI SURVEY

|  |  |  |  |
| --- | --- | --- | --- |
|  | **PSI Survey** | **Evidence Required** | **Evidence Provided** |
| 5.0(a) | We are participating in the 2019 PSI survey to gauge the lived experience of LGBTI people within our sport and the impact of our inclusion initiatives overall. | Please provide evidence of the invitation to participate in the survey being distributed within your sport (your sport only – not public). |  |

SECTION 6: ADDITIONAL WORK

**All responses must relate to the 2018 calendar year.**

This is an opportunity for you to submit further information in regard to activities or work not covered elsewhere within this index.

Examples may include, but are not limited to:

* Mentoring other club/sporting organisations
* Local contribution that has had international impact
* Contribution to studies or research
* Taking a public stand on issues affecting the LGBTI community (ie. mental health, suicide ideation, bullying/harassment)
* Influencing of key sponsors and/or suppliers to participate in LGBTI inclusion and/or anti-homophobia/transphobia activities.

*Please add a new row for every individual activity or piece of work that you are submitting*

|  | **Brief description of the work (several words).** | **Details of the work undertaken and its impact.** | **Evidence Provided – if the space within this column is not adequate for your evidence, please save in a separate file including the Question Number and Row identifier in the filename. Please indicate below that you have attached a separate document within the evidence column provided.** |
| --- | --- | --- | --- |
| 6.0(a) |  |  | *If you are including an attachment, identify the filename here (must include question number and row letter).* |

*Please add additional rows as required.*