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**What is the Pride in Sport Index™?**

The Pride in Sport Index is an initiative of the Australian Human Rights Commission and the Australian Sports Commission and a legacy of the Bingham Cup, Sydney. Following the release of the Out on the Fields study in May 2015, the largest international study examining homophobia in sport, these organisations commissioned the development of a Pride in Sport Index.

The Pride in Sport Index™ is the first and only benchmarking instrument specifically designed to assess the inclusion of people with diverse sexualities and genders within Australian sporting organisations and codes more broadly. Participating in the index will allow Australian sporting organisations to not only assess their own practice, but determine that which constitutes good practice, along with the ability to benchmark their own initiatives against an external measure and other sporting organisations.

**Completing your document**

1. Read each question and the evidence that is required, carefully.
2. Only answer questions that you have completed or can show evidence for.
3. Ensure that every question you answer is addressed as if for the first time, and with articulate detail (Independent Markers may not know anything about your club – so articulate your answers as such).
4. **All work in this submission must relate to activity within the 2021 calendar year only.**

**Need some support?**

To help you with your submission, Pride in Sport has put together a dedicated support page on our website. On this site you will have access to:

* Key terms and definitions
* How to record and submit evidence as attachments
* Additional work ideas
* And more…

**For additional support, please visit** [**www.prideinsport.com.au/psi-support**](http://www.prideinsport.com.au/psi-support)

**Submitting instructions**



**Deadline**

**The deadline for both hard copy and soft copy PSI submissions is**

**no later than 9:00am Monday 7 February 2022.**



**No extensions**

Benchmarking requires a strong adherence to the same timeline of all submitting organisations. As such, there is no possibility for extensions. This is to ensure the equitable and fair opportunity for all organisations to have the same deadline. Every organisation is given the same opportunity to complete submissions before the above deadline. Any submission received after the above deadline will not be considered.



**Submit**

Send your completed submissions to:

**Hard Copies**

POST TO: PSI Submissions, Pride in Sport, 414 Elizabeth Street, Surry Hills NSW 2010.

**Soft Copies**

EMAIL TO: psi@prideinsport.com.au

Soft copies include, but are not limited to; drop box, google docs, parcel post, Microsoft OneDrive or any other internally approved large file transfer system
*(If needing to provide access to share drive documents, please add* *bnewell@acon.org.au* *and* *wreilly@acon.org.au**)*



 **Need Help Submitting?**

If you require support or have any queries when submitting your document, please send an email to – psi@prideinsport.com.au

**Organisation details**

|  |  |
| --- | --- |
| **Sporting Entity Name:***Please enter name as you would like it to appear on certificates or any awards* |  |
| **Are you:**  | ***Please delete those not relevant.**** ***Community Club*** *run predominantly by volunteers.*
* ***Incorporated Association*** *run predominantly by volunteers.*
* ***League*** *run predominantly by volunteers.*
* ***Other: [please specify] \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

*Note: To be eligible to complete this document you must be a* ***Community/Local sporting club, association, or equivalent,*** *run predominantly by volunteers.* |
| **Organisation size (turnover):** | ***Please delete those not relevant (for potential benchmarking):**** *Category CT1: <$100,000*
* *Category CT2: $100,001 - $250,000*
* *Category CT3: $250,001 - $500,000*
* *Category CT4: $500,001>*
 |
| **Organisation size (registered membership):** | ***Please delete those not relevant (for potential benchmarking):**** *Category CM1: <1,000 registered members*
* *Category CM2: 1,001 – 3,000 registered members*
* *Category CM3: 3,001 – 5,000 registered members*
* *Category CM4: >5,001 registered members*
 |
| **State/Territory of Submitting body:** | ***Please delete those not relevant (for potential benchmarking):**** *Australian Capital Territory (ACT)*
* *New South Wales (NSW)*
* *Northern Territory (NT)*
* *Queensland (QLD)*
* *South Australia (SA)*
* *Tasmania (TAS)*
* *Victoria (VIC)*
* *Western Australia (WA)*
 |
| **Sporting Code***Please identify the sport/s covered by the submitting entity* |  |

**Contact Information**

*\*****All fields*** *must be answered*

|  |  |  |
| --- | --- | --- |
| **Primary Contact** | **Name:**  |  |
| **Position:** |  |
| **Postal Address:** |  |
| **Email:** |  |
| **Phone:** |  |
| **Secondary Contact**  | **Name:**  |  |
| **Position:**  |  |
| **Email:** |  |
| **Phone:** |  |

**Index Participation and acknowledgement**

|  |  |
| --- | --- |
| **Please select participation identification level(Name and Tier recognition only, no scores):*****Please delete those not relevant*** | * Happy to be identified as **Participating** tier or higher
* 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
* Do not identify us at all – **anonymous** (this option revokes any opportunity for public award recognition)
 |

**Negative press / complaints disclosure**

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| * **We have received negative press that has impacted our reputation as being LGBTQ inclusive sport/club**
* **We have had formal complaints lodged against us for LGBTQ 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:

[Enter your text here]

**Section 1: Governance & Strategy**

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| 1. **Strategic Commitment**
 | **2 points** | **Foundation** |
| **LGBTQ inclusion has been documented within a form of formal governance (e.g. Strategic Plan, Inclusion Strategy), and has clearly articulated goals/plans/action items and accountability associated with it.***Please provide a copy of the document that supports this question, with a clear reference to the section/s of the document that are relevant.* | **1 Point** = A copy of the document that identifies LGBTQ inclusion as a specific targeted area.*Plus***1 Point** = for clearly articulated goals/plans/action items and related accountability. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Strategic Promotion**
 | **1 point** | **Foundation** |
| **Our documented LGBTQ strategic commitment (as evidenced in Q1) has been communicated to our volunteers/members within the calendar year.***Please provide a copy of* [*push and/or pull communication*](http://www.prideinsport.com.au/psi-support/) *(e.g. email, web story) that supports your answer.*  | **1 Point** = A copy of at least one form of [push or pull communication](http://www.prideinsport.com.au/psi-support/) promoting the relevant document within the calendar year.  |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Reporting**
 | **2 points** | **INTERMEDIATE** |
| **We report on the progress of our LGBTQ inclusion strategy (as set out in Q1).***Please provide a copy of such report that supports your answer. Example: annual report, committee reports.* | **2 Points** = A copy of at least one report which includes progress/completion data of items within the LGBTQ strategy, within the calendar year.  |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Individual Accountability**
 | **2 points** | **INTERMEDIATE** |
| **We have an individual (official /committee member) who has 'LGBTQ inclusion' as a specific part of their formal position description and/or role responsibilities.***Please provide a copy of such position description and/or role responsibilities, referencing/highlighting the specific location of the component asked.* | **1 Point** = A copy of at least one position description (or role responsibilities) document which clearly articulates LGBTQ inclusion as a component of that role. *Plus***1 Point** = for an additional portfolio position description (and/or role responsibilities) which clearly articulates LGBTQ inclusion as a component of that additional role. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Zero Tolerance Policy**
 | **4 points** | **FOUNDATION** |
| **We have a Zero Tolerance Policy (dedicated or as part of a larger policy) specifically addressing** [**homophobia**](http://www.prideinsport.com.au/psi-support/)**,** [**biphobia**](http://www.prideinsport.com.au/psi-support/)**, and** [**transphobia**](http://www.prideinsport.com.au/psi-support/) **within our sport.***Please provide a copy of such documentation, referencing/highlighting the specific location of the component asked.* *Note: documentation could include a mention within the Member Protection Policy, a formal Position Statement / Declaration signed by an executive, and/or a dedicated policy [preferred].* | **1 Point** = For clear articulation of "[Homophobia](http://www.prideinsport.com.au/psi-support/)" [lesbian/gay].*Plus***1 Point** = For clear articulation of "[Biphobia](http://www.prideinsport.com.au/psi-support/)"*plus***1 Point** = For clear articulation of "[Transphobia](http://www.prideinsport.com.au/psi-support/)".*Plus***1 Point** = For clear articulation of "Interphobia"  |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Policy Promotion**
 | **1 point** | **FOUNDATION** |
| **Our Zero Tolerance Policy (as evidenced in Q10) has been communicated to our athletes/volunteers/members within the calendar year.***Please provide a copy of* [*push communication*](http://www.prideinsport.com.au/psi-support/) *that supports your answer. Website/intranet stories are not acceptable.*  | **1 Point** = A copy of at least one form of [push communication](http://www.prideinsport.com.au/psi-support/) promoting the relevant document within the calendar year.  |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Confidential Support Services**
 | **3 points** | **INTERMEDIATE** |
| **We have internal and external contacts publicly listed on our website, who are available to confidentially support LGBTQ people within our sport.*****For an internal contact support, please provide:****- Name**- Pronouns**- Phone and/or email****For an external organisation/service provider, please provide:****- Entity Name**- Phone and/or email**- Website**Please provide the direct website URL and/or screenshot of where this information can be found.* | **1 Point** = For clear information of an internal contact.*plus***1 Point** = For a supporting statement that clearly articulates confidentiality when engaging with the internal contact.*plus***1 Point** = For clear information of an External Provider  |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

**Section 2: Visibility**

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| 1. **Days of Significance**
 | **4 points** | **FOUNDATION** |
| **Within the assessed calendar year, we have celebrated and promoted LGBTQ** [**Days of Significance**](http://www.prideinsport.com.au/psi-support/) **while providing members, volunteers, officials, and/or supporters with an understanding of why these days (respectively) are important (this can be in the form of a e-news to subscribers, social media posts, intranet or website story, or other related means of promotion).***Please provide:*1. *a list of LGBTQ* [*Days of Significance*](http://www.prideinsport.com.au/psi-support/) *that were celebrated throughout the assessed year*
2. *a 1-2 sentence description of each initiative (maximum 4 events please)*
3. *relevant supporting evidence for each event (e.g. screenshots of your organisations social media posts. These must include the date to ensure validity for point allocation)*

*If you have celebrated more than six LGBTQ* [*Days of Significance*](http://www.prideinsport.com.au/psi-support/)*, please add to the ADDITIONAL WORK section at the bottom of this submission.* | **1 Point each** = per day of significance where all requested evidence provided (max 4pts) |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Leadership**
 | **2 points** | **INTERMEDIATE** |
| **Our most senior leader/executive (e.g. President, Chairperson, or equivalent) has communicated their stand against homophobia/transphobia/biphobia in sport internally and/or externally, within the assessed calendar year.***Please provide a copy of this communication, with a clear reference to the person, their role, and the date of publication.**(****Note****: Clear messaging on your leaders stand against homophobia/transphobia/biphobia is vital to receive points for this question. If your leader/executive communicated their stand using more positive forms of language [i.e. doesn't use any ‘phobia’ or ‘anti-phobia’ terminology], please add to the ADDITIONAL WORK section at the bottom of this submission for consideration)* | **2 Points** = A copy of at least one form of communication within the calendar year, which shows your most senior leaders stand against homophobia/transphobia/biphobia. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Ambassador/s**
 | **6 points** | **INTERMEDIATE** |
| **Within the assessed calendar year, we have appointed a Pride in Sport Ambassador within our sport for the purposes of LGBTQ inclusion.***Please provide evidence of up-to two (2) Ambassadors listed on a public website, that clearly outlines:*1. *Ambassador name*
2. *Pronouns*
3. *Connection with the sport (e.g. competition/division category)*

*in addition to:*1. *Evidence of the Ambassador’s activities during the calendar year.*

*Ambassadors can be members of the LGBTQ community and/or LGBTQ Allies.****Note****: In order to receive point allocations, Ambassadors must be listed in a static location (e.g., LGBTQ inclusion page) on a public platform (e.g., website). I.e., they must be publicly listed for members of the community to have access to.* | **1 Point** = per Athlete Ambassador publicly listed on a website (As per points **a**, **b,** and **c**) **(max 2pts)***Plus***1 Point** = per activity undertaken at least one Ambassador within the assessed calendar (as per point **d**). **(max 4pts)** |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Dedicated Page on Website**
 | **2 points** | **FOUNDATION** |
| **We have a dedicated section of our public website that clearly shows our support and stance on LGBTQ inclusion within sport.***Please provide a URL (website address) that shows your organisations dedication to LGBTQ inclusion in sport.*  | **2 Points** = for an organisation that has a dedicated page on their public website that shows their commitment to LGBTQ inclusion within their sport / organisation. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

**Section 3: Education**

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| 1. **Resources**
 | **4 points** | **INTERMEDIATE** |
| **We have multiple resources publicly available through our website, relative to LGBTQ inclusion within sport.** *These resources may or may not include:** *Fact sheets*
* *Publications*
* *Videos*
* *Guidelines*

*For full points, resources must cover diverse sexualities, diverse genders, support for allies, and external links.* *Please provide evidence to where they can be publicly accessed. Note: resources can be external material but must be accessible through your organisations publicly facing website.**A single resource with comprehensive coverage of all these areas will be accepted.**If you have undertaken work above and beyond these areas, please add further examples to the ADDITIONAL WORK section at the bottom of this submission.* | **1 Point** = For a resource relative to diverse sexualities.*Plus***1 Point** = For a resource relative to diverse genders. *Plus***1 Point** = For a resource relative to supporting LGBTQ Allies.*Plus***1 Point** = For hyperlinks to at least two external LGBTQ related websites. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **101 Training** (Internal)
 | **2 points** | **INTERMEDIATE** |
| **We have provided Board Members, Committee Members, Officials, Coaching Staff, Athletes and/or other members of our club with a form of face-to-face and/or online LGBTQ Training (e.g. Awareness 101 / Inclusion / Ally etc) throughout the assessed calendar year (this can include any training conducted via video conference technologies).***In order to achieve points for professional learning; please provide evidence of one such training that clearly outlines:**a. Trainer/Video name**b. Length of training**c. Number of attendees**d. Evidence of* [*push communication*](http://www.prideinsport.com.au/psi-support) *promoting the training**e. Copy of presentation or outline/agenda of training covered.**If you have undertaken work above and beyond, please add further examples to the ADDITIONAL WORK section at the bottom of this submission for consideration.* | **2 Points** = For evidence if all five (5) items requested, for one specific training session throughout the assessed calendar year. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

|  |  |  |
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| 1. **101 Training** (External)
 | **2 points** | **INTERMEDIATE** |
| **We have provided Public Facing Training (e.g. Spectators, Supporters, Parents/Guardians) with a form of face-to-face and/or online LGBTQ Training (e.g. Awareness 101 / Inclusion / Ally etc) throughout the assessed calendar year (this can include any training conducted via video conference technologies).***In order to achieve points for professional learning; please provide evidence of one such training that clearly outlines:**a. Trainer/Video name**b. Length of training**c. Number of attendees**d. Evidence of* [*push communication*](http://www.prideinsport.com.au/psi-support) *promoting the training**e. Copy of presentation or outline/agenda of training covered.**If you have undertaken work above and beyond, please add further examples to the ADDITIONAL WORK section at the bottom of this submission for consideration.* | **2 Points** = For evidence if all five (5) items requested, for one specific training session throughout the assessed calendar year. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

**Section 4: Engagement**

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| 1. **Advocacy at a sporting event**
 | **2 points** | **FOUNDATION** |
| **We have been responsible for the promotion of anti-homophobia, anti-transphobia, and/or anti-biphobia messaging during at least one sporting event/match/game/trial/tournament within the assessed calendar year.***Please provide a copy of evidence that highlights your organisations advocacy at a sporting event.* *Note: Examples of advocacy can be in the forms of ground announcements, scoreboard messaging, leaflets, signage at the venue, advertisements within video streaming etc.* | **1 Point** = For advocacy at/during a sporting event in the form of strength-based [positive] language (e.g. "We are committed to providing a safe, fun, and inclusive space for all people, including those with diverse sexualities and genders”. Plus**1 Point** = For advocacy at/during a sporting event in the form of zero-tolerance based language (e.g. "We have a zero tolerance for any form of homophobia, biphobia and transphobia") |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

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| 1. **Call to Action**
 | **3 points** | **FOUNDATION** |
| **We can show evidence of a** [**push communication**](http://www.prideinsport.com.au/psi-support) **to an external organisation of any kind that encourages them to undertake work within the LGBTQ inclusion space, in their own right.***Please provide a copy of at least one form of push communication (e.g. email, letter), showing this call to action from your sporting organisation.* ***Communication may be to any of the following (but not limited to these examples):***1. *To an International Sports Federation,*
2. *To a National Sporting Organisation (NSO*
3. *To a State Sporting Organisation (SSO.*
4. *To a Local / Grassroots Organisation,*
5. *To a Government Organisation (Local, State or Federal)*

*If you have undertaken work above and beyond, please add further examples to the ADDITIONAL WORK section at the bottom of this submission for consideration.* | **3 Points** = for evidence clearly articulating a 'call to action' to an external organisation to undertake work within the LGBTQ inclusion space for athletes, members, volunteers and/or supporters in sport. |
| **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

**Section 5: Research**

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| 1. **PSI Survey**
 | **4 points** | **INTERMEDIATE** |
| **We are participating in the 2022** [**PSI National Survey**](http://www.prideinsport.com.au/psi)**.** *Evidence is not required for this question, as Pride in Sport facilitate the survey at the organisations request.* *To participate in the survey, please contact the Pride in Sport office.* ***Remember****: Your sporting organisation can choose the cohort the survey is shared with (e.g. all athletes, volunteers, officials etc).* *Please note: the more respondents you have, the more substantial data you will receive. The purpose of the PSI Survey is to provide you with significant information on the impact of your inclusion initiatives and allow you to benchmark against the national dataset.* | **2 Points** = for participating in the PSI National Survey, with evidence showing that the survey has been shared through the form of a [push communication](http://www.prideinsport.com.au/psi-support). *Plus***1 Point** = If the survey exceeds 10 responses. or **2 points** = if surveys exceed 20 responses. |
| To participate in the PSI National Survey, please request a survey link at - [**www.prideinsport.com.au/psi**](http://www.prideinsport.com.au/psi) |

**Section 6: Additional Work**

This section allows you to describe and provide evidence for any additional work completed throughout the assessed calendar year *that*

1. *has not already been included within this year’s index submission, or*
2. *you believe is significantly over and above what the index is asking for.*

*Visit our* [*PSI Support page*](http://www.prideinsport.com.au/psi-support/)*, on our website, to see a list of other potenial pieces of work you can consider.*

|  |  |  |
| --- | --- | --- |
| **18-22. Additional Work** | **6 points** | **ADDITIONAL** |
| **If referencing significant work over and above in relation to one of the questions or topics within the index, please state question number or index topic here and then provide evidence to the right.*****IMPORTANT****: PLEASE COMBINE ALL RELATED INDEX WORK INTO ONE ROW. For example, if you wish to claim for significant training/education, list all LGBTQ training within one row under the Item Name of “Training.” Only 1 point is available for all work pertaining to a particular topic/area – do not split similar areas of index activity over multiple rows.* | **1 Point** = For each sufficient piece of additional work, as considered by the judging panel (max 6 points). |
| 18 | [Enter Title] | **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |
| 19 | [Enter Title] | **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |
| 20 | [Enter Title] | **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |
| 21 | [Enter Title] | **ANSWER**: [Insert response, here. Remember to Indicate name of attached evidence file(s)] |

**Accuracy Statement**

**We confirm that at the time of submission, details provided for all questions identified within the submission document are true and accurate. 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:** |  |
| **Contact Phone:** |  |

*By completing the above accuracy statement, you are indicating that the content and evidence, including any attachements, are a true and accurate record for consideration in your index submission.*