

Abilities Centre Demographic Core Survey

Abilities Centre is asking for your participation in a demographic survey. This survey will help us better understand our community. Our community includes staff, participants, members, trainees, and partners. Some of the information the survey asks about is your age, gender, and ethno-cultural identity. This information will help us see if any groups are missing from our community and help us make sure that we are meeting our community's needs. Our goal is to be more open and responsible in:

- Inclusion. Inclusion means everyone feels they belong and can participate as they choose.
- Diversity. Diversity is our identities, traits, and experiences that shape who we are.
- Equity. Equity is when we focus on individual's needs and treat everyone fairly.
- Accessibility. Accessibility is when things are designed so people with disabilities can use them without barriers. These things can be items, information, programs and services, or spaces.

The questions in the survey are all voluntary. Each question has an option called 'prefer to describe'. If you want to give an answer that is not an option, you can choose 'prefer to describe'. You can then write the answer that best describes you. Each question also has an option called 'prefer not to answer'. If you do not want to answer the question, you can choose that option. All answers will be kept confidential. The survey answers will not be linked to your name. If you have any questions on why we are collecting and how we are using this information, please see the Frequently Asked Questions (FAQ).

Frequently Asked Questions (FAQ)

1. Why are you collecting demographic information?

- This information is collected to learn more about the diversity of our community. It will be used to hold Abilities Centre to a high standard of inclusion, diversity, equity, and accessibility. The information you provide will be grouped together with all the other responses to be added to our annual reports.

2. How will this benefit me?

- This information supports Abilities Centre's inclusion, diversity, equity, and accessibility. We will be able to find gaps in our programs, services, and staffing. The demographic information will help us make more diverse spaces by looking at the ages, genders, ethno-cultural identities, and racial groups we are serving. Programs and services will then be made more suitable for you.

3. Why am I being asked to disclose certain information (ethno-cultural identity, race, household income, membership to the 2SLGBTQ+ community, etc.)?

- We are collecting the demographic information to learn more about the diversity of our community. This information will help us take steps towards making Abilities Centre more diverse by knowing the ages, genders, ethno-cultural identities, and racial groups we are serving and not yet serving.

4. Is this voluntary? Can I skip questions?

- All questions in the survey are voluntary. You don't need to fill out all the questions. You can answer with 'Prefer not to answer' if you do not want to answer the question. However, giving your information will help us make our programs and services more relevant to you.

5. How will my information be kept confidential?

- Abilities Centre is committed to protecting the privacy of our employees, members, participants, trainees, partners etc. The information collected in this survey will be kept anonymous and presented as collective data. We are not asking for your name. Instead, you will create a unique ID code. This ID code will be used to link your responses from year to year but will not be tied to your name or any membership information given to Abilities Centre.

Privacy and Confidentiality

Abilities Centre staff treat the personal information of our members and participants as confidential. Information will only be shared if needed by law or for purposes outlined in the Freedom of Information and Protection of Privacy Act. Personal information is securely stored and will be accessed by Abilities Centre staff only on a need-to-know basis. All the data will be grouped together to protect individual's confidentiality.

6. Why is there a 'prefer to describe' response option, what does 'prefer to describe' mean?

- The 'prefer to describe' option is there to make sure we provide all respondents with an opportunity to answer the questions in the way you prefer. The space will let you give answers that are not listed. The 'prefer to describe' option gives us a better picture of the people at Abilities Centre.

7. Will the disclosure of my personal information discriminate me from opportunities at Abilities Centre?

- The questions are not asked to discriminate or make anyone feel unwelcomed, or like they cannot participate at Abilities Centre. They are asked to help us find out whom we are reaching and whom we are not reaching with our programs and services and take steps in reaching out to more diverse communities. The responses will not be linked to any individual person but will be presented as a group in a report to demonstrate our diversity and inclusion.