



Race-Based (Disaggregated) Data Collection Guidelines

What is Disaggregated Demographic Data?

- It is data that is separated into subcategories of information (e.g., First Nations, Metis Nation, Inuit, Black, etc.) from more general categories (e.g., race and ethnicity).

Why is Collecting this Data Important?

- Disaggregated data can be very helpful for your organization but must be coupled by a **process** that supports the purpose of reducing systemic racism and oppression in achieving equity.
- Disaggregated data can lead to positive change for an organization by helping to understand the community you work with, making systemic inequities more visible for your organization to act on, and helping to target programs and initiatives to increase inclusion.

For data collection, we suggest that your organization uses the **‘grandmother perspective’** as a guide for how to collect this sensitive information.

Grandmother Perspective¹

- It is important to understand that relationship change contributes to systems change.
- Organizations should work collaboratively with First Nations, Métis Nation, Inuit, Black, Racialized, and/or Religious minority communities throughout the process of data collection.
- Using the grandmother perspective, **communities are meaningfully involved throughout** the stages of collection, storage, use, and distribution of disaggregated data

The Framework

Tool	Purpose	Process
Disaggregated Demographic Data	The elimination of systemic racism and oppression, and the creation and maintenance of equity	Respectful relationships grounded in community governance

¹ British Columbia’s Office of the Human Rights Commissioner (2020, September). Disaggregated data collection in British Columbia: The grandmother perspective. <https://bchumanrights.ca/publications/datacollection/>





Possible Steps

Create an advisory committee with sport, First Nations, Metis Nation, Inuit, Black, Racialized and religious minority stakeholders to:

- Identify issues you would like resolved before having this frame of mind in place, prior to the creation of your form/questionnaire/survey to help you decide what questions are appropriate.
- Collaborate on a plan for evaluating the data, and to have a process to be ready to act on the results.
- Benchmark data you might use (i.e., what current data does your organization have that can be used as a baseline).

Other Recommendations for Collecting Sensitive Demographic Data:

Organizations should be careful to clearly explain why the data is being collected, what is being done with it, how it will be used, and where it will be stored in order to provide those sharing their data with a clear understanding of the organization's intent with their information. As it relates to specific tips on how to design questions, Stonewall's² guide for collecting data related to sexual orientation and gender identity provides further guidance that could be used for the collection of any sensitive demographic data. They note:

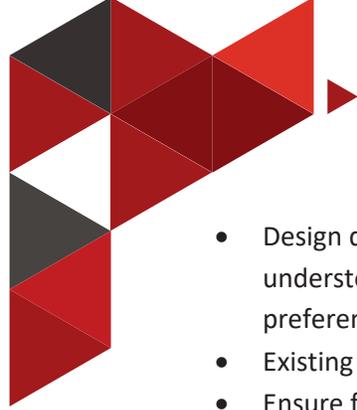
- Questions should be clear so that those answering are aware of what is being asked so that they can make an informed decision as to whether or not they want to answer.
- Paying attention to the language used in creating questions by carefully wording them, avoiding inappropriate language and terms that could be seen as offensive. These steps are taken to improve the likelihood of people participating and answering truthfully, as well as reduce misunderstandings and incorrect responses. Make it as plain language as possible.
- Identity questions should be optional, using selections such as 'prefer not to say' to give those answering the option to declare.
- Because terminology can vary, it is good to have follow-up questions that allow those answering to make any clarifications.
- Collect data sensitively.
- Being able to fill out forms at home increases comfort sharing such information.

Below are some examples of how these principles have been used in other contexts:

- Meet with and discuss implications and possibilities with the organization's legal and human resources departments, diversity teams, relevant stakeholders and community groups.
- Ensure data is stored securely with the organization's human resources department.
- Be flexible because laws and regulations may differ, find what works for your country/province/city, build self-identification into confidential human resources records, anonymous surveys, or departmental snapshots (e.g., feedback, exit interviews).
- Ensure that surveys are anonymous and secure.

² Stonewall (2016). *Do ask, do tell: Capturing data on sexual orientation and gender identity globally*.
https://www.stonewall.org.uk/sites/default/files/do_ask_do_tell_guide_2016.pdf



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- Design questions in a way that avoids inappropriate language, ensure they are clear, easily understood and answerable, and gives the option to not answer if that is the individual's preference with a 'prefer not to answer' option.
 - Existing templates can be utilized if necessary.
 - Ensure findings are reported.

Additionally, the University of Toronto³ recommends:

- Conduct regular workplace environment surveys.
- Utilize yearly anonymous survey assessments with stakeholders (e.g., athletes, coaches).

Risks with Disaggregated Data Collection if not done Through 'Grandmother Perspective':

- The misuse of disaggregated data collection has historically, as well as presently, negatively impacted different communities
- Be prepared of the possible grief, fear, and, anger communities may have while talking about data collection
- Data collection may increase trauma, especially if not done collaboratively with impacted communities and stakeholders

References

British Columbia's Office of the Human Rights Commissioner (2020, September). Disaggregated data collection in British Columbia: The grandmother perspective.

<https://bchumanrights.ca/publications/datacollection/>

Stonewall (2016). Do ask, do tell: Capturing data on sexual orientation and gender identity globally.

https://www.stonewall.org.uk/sites/default/files/do_ask_do_tell_guide_2016.pdf

University of Toronto (2018, December 4). Task force on race & Indigeneity: Final report.

https://kpe.utoronto.ca/sites/default/files/kpe_task_force_on_race_and_indigeneity_-_final_report.pdf

³ University of Toronto (2018, December 4). Task force on race & Indigeneity: Final report.
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