



## **NACCA Survey TRANSPARENCY STATEMENT**

### **INVITATION.**

The Newmarket African Caribbean Canadian Association (NACCA) is working on a new strategic plan that will guide our organization over the next five years. We invite you to assist us in the development of our strategic plan by participating in a research study. The purpose of this study is to understand the needs and experiences of the Black community in the Newmarket and the York Region and will assist with the completion of a final report on the findings for NACCA's strategic plan, which will be released in August 2022.

### **WHAT'S INVOLVED**

As a participant in this survey, you will be asked to select an option from a list of multiple-choice questions and to respond to short-answer questions relevant to the study's theme. Participation will take approximately 15 minutes of your time.

### **ELIGIBILITY**

The following individuals are eligible to complete this survey:

- Individuals who reside in the Town of Newmarket and the York Region
- Individuals who are 16 years of age or older.
- Individuals who are currently paying members of NACCA.
- Individuals who have previously been paying members of NACCA.
- Individuals who are NACCA volunteers.

You are not eligible to complete this survey if:

- You are a current member of the Board of Directors of NACCA.
- You are a current employee or staff member of NACCA.

### **POTENTIAL BENEFITS AND RISKS**

Possible benefits of participation include adding to the understanding of the key challenges and support services available to the Black community in and around the Newmarket area in Ontario and contributing to a collaborative effort for building a better resource network and programs for the Black community in Ontario.

There are no anticipated risks associated with participation in this survey.

### **CONFIDENTIALITY**

All information you provide is considered confidential; your name will not be included or, in any other way, released in the report from the data collected in the survey. Furthermore, because our interest is in the aggregate responses of the entire group of participants, you will not be identified individually in any way in written reports of this research.

Data collected during this study will be securely stored and encrypted. Data will be kept for 2 years after which time the data file will be destroyed. Please see the privacy section of [Survey Monkey](#), where the survey will be hosted.

Access to this data will be restricted to the board of directors of the NACCA organization and the consulting firm, CQ Business Consulting Inc. (CQBC Inc.) which is working with NACCA to create the organizational strategic plan. CQBC Inc. is responsible for the development, administration and analysis of this study.

## **VOLUNTARY PARTICIPATION**

Participation in this study is voluntary. If you wish, you may decline to answer any questions or participate in any component of the study. Further, you may decide to withdraw from this study at any time by closing your browser tab or window. Incomplete responses will not be used in further data analysis.

## **PUBLICATION OF RESULTS**

Results of this survey will be published in the final strategic planning document for NACCA, in policy papers, professional journals and presented at academic and industry conferences. The anticipated strategic plan completion date is June 26<sup>th</sup>, 2022.

## **CONTACT INFORMATION AND ETHICS CLEARANCE**

If you have any questions about this survey or require further information, please contact NACCA or CQ Business Consulting Inc. using the contact information provided. If you have any comments or concerns about your rights as a research participant, please contact us.

## **DEFINITIONS OF TERMS**

Non-Binary: identities that are outside the gender binary

Trans-Male: a person who was assigned female at birth but whose gender identity is male

Trans-Female: a person who was assigned male at birth but whose gender identity is female.

2Spirit: an adjective used by some Indigenous and First Nations people as an umbrella term to describe people who are not straight and/or cisgender. Many Indigenous communities have specific words in their language to describe these experiences, but some do not. This term should not be used to describe people who are not Indigenous.

Female: a person who was assigned female at birth and whose gender identity is female

Male: a person who was assigned male at birth and whose gender identity is male

Black: a person of African descent or a person from the diasporic African community, or a person with African lineage

Indigenous: a person who is a descendent of the original inhabitants of a country or geographic region

Latinx: a person of Latin American origin or descent

For the purpose of this study, when we indicate "womxn", we mean those who identify as women, girls, trans, non-binary, Two-Spirited, and LBTQIA+.

Thank you for participating in this study.