

Possibility Seeds' Courage to Act - Tools and Toolkits

Courage to Act's national network consisting of student leaders, survivors, frontline workers, legal experts, union leaders, and post-secondary educators, staff and administrators has developed tools and toolkits to address the gaps in programs, procedures and policies identified in the Courage to Act Report (2019). Together, these resources will inform, support and harmonize efforts to address and prevent gender-based violence at PSIs across Canada. To date, 27 tools and toolkits have been released via the [Courage to Act Knowledge Centre](#), and 17 more tools and toolkits will be released between May 2022-November 2023.

Towards a Justice That Heals Community of Practice

- **Tool:** Essential Elements for Non-Punitive Accountability: a Workbook for Understanding Alternative Responses to Campus Gender-Based Violence.
- **Description:** Despite institutional interest in restorative justice practices, there are still many misconceptions. There is simultaneously a lack of foundational principles to guide the appropriate use of these practices in campus sexual violence cases and not enough data to support the creation of formalized best practices. As such, the Towards a Justice That Heals: Principles for Non-Punitive Accountability guide will endeavour to more clearly define what non-punitive accountability practices in response to campus sexual violence are—and what they are not—and generate minimum standards to ensure their appropriate use. It complements the tool being created by the Working with People Who Have Caused Harm Community of Practice.

Complaints Processes Community of Practice

- **Tool:** Institutional Complaints Processes Learning Hub.
- **Description:** The Complaints Process CP has created a resource hub with definitions, key concepts and links to training to guide GBV investigators. It will help ensure that the work they do is trauma-informed and procedurally fair for all involved parties. It complements the tool being created by the Work Community of Practice.

Educators Community of Practice

- **Tool:** Navigating Power Dynamics and Boundaries as a Graduate Student.
- **Description:** Graduate students face unique challenges when confronting GBV because of the nature of their employment on campus and their complex relationships with their supervisors and other tenured faculty. We have developed a peer-facilitated workshop to help graduate students develop practical skills in navigating power dynamics in academia and setting boundaries for healthy relationships. Our tool is designed to reflect the lived realities of diverse graduate student populations, including those who identify as 2SLGBTQ+, BIPOC, and others that may be at an elevated risk of sexual and gender-based violence.

Engaging Men on Campus Community of Practice

- **Tool:** Pathways to Engagement: Institutional and Program-level Considerations to Engage Men and Prevent Sexualized and Gender-Based Violence on Post Secondary Campuses.
- **Description:** The Engaging Men on Campus Community of Practice Tool is designed to support post-secondary institutions (PSIs) in proactive, positive, and productive ways to engage male-identified people (described in this toolkit as 'men') in gender-based violence prevention work on university and college campuses. This resource is designed to be accessible to any sized institution in Canada. It provides readers with an environmental scan on what work has been or is currently underway in Canada, identifies some of the emerging promising practices to promote this work at an institutional level, and provides practical advice on engaging men in programming.

Frontline Gender-Based Violence Campus Workers Community of Practice

- **Tool:** Response to Disclosures and Support for People Affected by Gender-Based Violence at Post-Secondary Institutions in Canada: Guidelines for an Evaluation Framework.
- **Description:** Our tool is an evaluation framework recommending guidelines to evaluate post-secondary institutions' response to disclosures and the provision of support when addressing Gender-Based Violence (GBV). This framework adopts a Theory-Driven Evaluation model, using a program theory and program logic to guide an integrated monitoring and evaluation plan based on guidelines provided by Markiewicz & Patrick (2016).

Francophone Community of Practice (FR & EN)

- **Tool #1:** Guide de stratégies pour susciter la mobilisation du personnel en matière de prévention des violences à caractère sexuel / Guide with Strategies to Engage Post-Secondary Staff in the Prevention of Sexual Violence.
 - **Description:** This tool provides critical recommendations for engaging different categories of post-secondary institution staff to prevent sexual and gender-based violence. These recommendations are based upon a thorough review of the existing literature and a survey that reached 772 PSI staff across Canada.
- **Tool #2:** L'évaluation de l'engagement du personnel dans les initiatives pour contrer la violence fondée sur le genre / Evaluation of Staff Engagement In Initiatives to Address Gender-Based Violence.
 - **Description:** This evaluation tool is intended to help measure the level of engagement in gender-based violence prevention of staff and faculty at PSIs.

International Students Community of Practice

- **Tool:** Supporting International Students Affected by GBV: A Customizable Tool for International Students, Post-Secondary Administrators, and Frontline Workers.
- **Description:** The International Students' Community of Practice project is an FAQ resource guide that supports international students studying in Canadian post-secondary

institutions who have experienced, witnessed, or perpetrated gender-based and sexual violence. This resource will provide information on accessing services and supports and answer questions around immigration and legal issues that international students may face when disclosing, accessing services, or participating in processes about sexual violence.

Student Organizers Community of Practice

- **Tool:** Courage Catalysts: Creating Consent Culture on Campus.
- **Description:** The Student Organizer Community of Practice tool is a vibrant anthology with student stories and student advocacy tools. It builds on a rich legacy of student organizing; it captures our stories of advocating for safer campuses, provides concrete examples for student organizers to be inspired, and gives tools to create change on their campuses. In addition, it is a how-to guide to inspire and support students who would like to get involved in addressing gender-based violence on campus, especially if they are wondering how to begin this work.

Work Community of Practice

- **Tool:** Key Principles of Gender-Based Violence Investigations at PSIs: A Guide for Workplace Investigations.
- **Description:** The Work Community of Practice guide identifies the structural principles of knowledge for campus workplace GBV investigations. It is intended for post-secondary institutions to help them identify and evaluate qualified investigators, PSI workplace investigators of GBV cases, and decision-makers receiving and interpreting investigation reports. It forms part of a suite of Courage to Act resources, including the Comprehensive Guide to Campus Gender-Based Violence Complaints (Reporting, Investigation and Adjudication Working Group) and the Complaints Processes Community of Practice Knowledge Hub.

Working With People Who Have Caused Harm Community of Practice

- **Tool:** Supporting the Whole Campus Community: A Roadmap Tool for Working with People Who Have Caused Harm.
- **Description:** The Working With People Who Cause Harm Community of Practice has developed an Accountability Framework for working with those who cause harm on our campuses. The guide offers principles, guidelines, and models to help PSIs develop campus-specific accountability processes, support services for people who caused harm, and guidelines to evaluate those processes and services. This tool is meant to be used in conjunction with the Can Justice Heal Community of Practice tool.

Reporting, Investigation and Adjudication Working Group Guide

- **Tool:** A Comprehensive Guide to Campus Gender-Based Violence Complaints: Strategies for Procedurally Fair, Trauma Informed Processes to Reduce Harm.
- **Description:** The RIA Working Group makes the case that trauma-informed practice

and harm reduction measures work to strengthen procedural fairness in campus GBV complaints processes (both student and employee). The Guide maps out specific, concrete strategies to ensure that PSIs incorporate all three at every stage of a complaint. By doing so, they meet their legislated and policy obligations to create a safe and respectful working/learning/living environment.

- Section 1: Introduction
 - Chapter 1: Introduction to Procedural Fairness
 - Chapter 2: Introduction to Trauma-Informed Practices
 - Chapter 3: Introduction to Harm Reduction
- Section 2: Complaints Process Design
 - Chapter 4: Creating a Comprehensive Policy Framework
 - Chapter 5: Policy Strategies for the Complaints Process
 - Chapter 6: Personnel, Roles and Training
- Section 3: Strategies for Practice
 - Chapter 7: Receiving a Complaint
 - Chapter 8: Interim Measures
 - Chapter 9: Investigation
 - Chapter 10: Adjudication, Outcomes, and Appeals
 - Chapter 11: Non-Adjudicative Options for GBV Response
- Section 4: Unsettled Questions
 - Chapter 12: Privacy and Disclosure
 - Chapter 13: Concurrent PSI and Criminal Processes
 - Chapter 14: Historical Complaints
 - Chapter 15: For Future Research and Leadership

Education Working Group Guide

- **Tool:** Education and Training Toolkit: Addressing and Preventing Gender-Based Violence at Post-Secondary Institutions.
- **Description:** The Education and Training Toolkit is designed to engage and support the work of GBV prevention education at post-secondary institutions. Through in-depth tools, resources, reflection questions, and much more, this toolkit offers campus educators a blueprint of prevention education possibilities. The toolkit offers six chapters, covering a range of topics related to prevention education. Each chapter is unique and connects to the overarching toolkit:
 - Chapter 1: Reviewing Key Concepts from the Courage to Act Report
 - Chapter 2: Evaluation & Assessment: Gender-based Violence Prevention Education Toolkit
 - Chapter 3: A Needs Assessment Tool for Campus Gender-based Violence Education Prevention
 - Chapter 4: Building and Supporting Education Task Forces at Post-secondary Institutions

- Chapter 5: Developing Gender-based Violence Education Prevention Action Plans at Post-secondary Institutions
- Chapter 6: A Workbook for Campus Gender-based Violence Educators

Other Courage to Act Tools

1. #ConsentIsNotCancelled: Promising Practices from the National Skillshare on Online Gender-Based Violence Prevention Education
2. Taking Courageous Action: Recommendations and Resources for PSIs to Address GBV on Campus
3. Agir avec courage : Recommandations aux établissements d'enseignement postsecondaire pour prévenir et contrer la violence fondée sur le genre sur les campus
4. Answering Calls For Justice Within PSIs (National Inquiry On Missing And Murdered Indigenous Women & Girls)
5. Rendre justice aux femmes et aux filles autochtones disparues et assassinées au sein des établissements d'enseignement postsecondaire
6. National Database of Campus Sexual Violence Support and Prevention Offices
7. Environmental Scan of Relevant Gender-Based Violence Policies and Law for Canadian Post-Secondary Institutions
8. Solidarity, Collective Care & Sustainability: Responding to Gender-Based Violence
9. Résistance à la violence fondée sur le sexe et le genre : solidarité, prendre-soin et persévérance
10. Resources For Gender Justice Advocates To Challenge Anti-Black Racism
11. Resources For Gender Justice Advocates To Challenge Anti-Asian Hate
12. Resources For Gender Justice Advocates To Affirm And Support 2SLGBTQIA Gender-based Violence Survivors On Post-secondary Campuses

Forthcoming Tools (May 2022- November 2023)

Work Community of Practice

- **Tool:** Unions, Collective Agreements and Institutional Responses to Campus Sexual Violence.
- **Description:** This tool explains the role of unions in the post-secondary sector and their history in improving workplace rights, equity, and social justice. Unions have a critical role in ending gender-based violence on our campuses because of their unique bargaining power and the legal status of collective agreements. This tool will help union members, administrators, and students understand the intersecting rights and responsibilities of unions and their members to prevent and address gender-based violence in the post-secondary workplace.

Francophone Community of Practice (FR & EN)

- **Tool #3:** Rapport détaillé sur la mobilisation du personnel des établissements d'enseignement postsecondaire en matière de prévention des violences à caractère sexuel / Comprehensive Report on the Engagement of Post-Secondary Staff in the Prevention of Sexual Violence.
- **Description:** This tool offers a detailed explanation of the survey methodology that gauged PSI staff and faculty engagement in gender-based violence prevention.

Response and Support Working Group's Suite of Tools

1. Trauma and Violence Informed Care Guidelines for Campus Medical Professionals Supporting Individuals Affected by Gender-Based Violence
2. Developing Comprehensive Academic Considerations for Students Affected by Gender-Based Violence in Canadian Post-Secondary Institutions
3. A Guide to Assembling Gender-Based Violence Coordinated Response Teams on Campus
4. A Framework for Implementing Gender-Based Violence Community Risk Assessment Policies, Procedures & Protocols on Campus
5. Every Door is an Open Door: Procedures & Protocols to Address Disclosures of Gender-Based Violence at Post-Secondary Institutions
6. Promising Practices for Addressing Trauma Exposure in the Post-Secondary Workplace
7. Creating Information-Sharing Agreements Among Stakeholders Responding to Campus Gender-Based Violence
8. Record-Keeping Guidelines and Reflection Tool for Campus Gender-Based Violence Offices
9. Guidelines on Confidentiality and Reporting: Checklist Tool for Campus Gender-Based Violence Service and Support Agreements
10. Promising Practice Principles and Self-Audit Tool when Working with People Who Have Caused Harm
11. Promising Practice Guidelines when Working with Respondents in Post-Secondary Complaints Processes
12. Audit Checklist for Campus Security to Provide a Trauma-Informed Response with People Affected by Gender-Based Violence
13. Creating a Bill of Rights for Complainants and Respondents during an Adjudication Process
14. Use The Right Words: Language Guidelines for Communicating about Gender-Based Violence on Campus