

# DATA COLLECTION AND PERSONAL INFORMATION USER GUIDE

Ce document est également disponible  
en français.

# **WELCOME TO TELEFILM CANADA'S DATA COLLECTION AND PERSONAL INFORMATION USER GUIDE**

Telefilm Canada is committed to demonstrable action in creating greater access for Canadian creators of underrepresented identities to Canada's audiovisual industry. Collecting data allows us to gain greater insight into all the members of our community and their projects. It also plays a key role in creating a more equitable industry. Telefilm Canada needs this data from all our creators of all backgrounds and lived experiences for business intelligence and to meet our equity, diversity and inclusion commitments. Even if you do not self-identify as a member of an underrepresented community, your data is still important.

All directors, writers, producers and co-producers attached to a project submitted for evaluation will receive Telefilm's self-identification questionnaire.

**To assist you with completing this important document, we have created this guide which includes instructions on how to register and complete the self-identification questionnaire as well as how to select permissions for how Telefilm Canada can use your data. We appreciate your efforts to provide us with this vital information and thank you for your support.**

**The self-identification questionnaire applies only to the Production, Theatrical Documentary, Talent to Watch and Development programs.**

**If you have any questions, please contact [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca).**

# HOW DOES IT WORK FOR THE APPLICANT



1. In **Dialogue**, the applicant company completes an application:

News Tasks Records Reports **Actions**

**Dialogue**

**Submit an Application | Soumettre une demande** ☆

Submit a request for financing or a coproduction recommendation | Soumettre une demande de financement ou de recommandation en coproduction

2. The applicant company identifies its key personnel and provides their email address (Note: this screen may differ depending on the program you are applying to):

## ▼ Data Collection and Key Personnel

### Why participate?

- Telefilm's data collection allows us to better understand our applicants and their projects, while also leading to better informed decision-making.
- Data collected also is used for validating eligibility for streams in:
  - Indigenous Stream (Development, Talent to Watch, Theatrical Documentary, Production).
  - Stream for Black and People of Colour (Development).
  - Filmmaker Apply-Direct Stream (Talent to Watch).

### Who should participate?

- All individuals in a **producer, screenwriter or director** role are asked to complete a self-identification questionnaire (excluding executive producers and producers receiving a courtesy credit).
- Participants then **choose** how that information is shared.
- **Note:** It is important that you **use a direct contact email address** (i.e., not a generic or third-party address such as info@ or an agent's email).

Participants have ten (10) calendar days to complete the questionnaire.

### Key Personnel

#### Instructions:

- If there is more than one individual per role, use the "Add" button to enter additional members.

Role	Name (last name, first name)	Email	Correspondence Language	Citizenship
Screenwriter			--Select--	--Select--
Director			--Select--	--Select--
Producer			--Select--	--Select--

## HOW DOES IT WORK FOR THE KEY PERSONNEL



3. Once the **applicant company submits the financing application**, the members of the key personnel in a **director, writer and producer role will each automatically receive an email invitation from Telefilm** ([noreply@telefilm.ca](mailto:noreply@telefilm.ca)) to submit their self-identification questionnaire privately:

Application for [redacted] Telefilm Canada Self-Identification Questionnaire



Telefilm Canada

To [redacted]

[↩ Reply](#) [↩ Reply All](#) [→ Forward](#)

You received this email because a producer submitted a project for funding to Telefilm Canada and has listed you as a member of the film's key personnel.

All individuals in a **producer, screenwriter, director** role should complete Telefilm's self-identification questionnaire as part of the project application.

#### Action Required:

Please [click here](#) to complete your questionnaire.

Your temporary username and temporary password are:

- Username: [redacted]
- Temporary Password: [redacted]

You have **ten (10) calendar days** to complete the questionnaire.

#### Problems signing in or completing?

If you are logged in to Dialogue, you first need to log out by clicking [here](#). Consult Telefilm's Troubleshooting page and user guide. If you need assistance, contact [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca).

#### Why participate?

The information collected:

- Is used in validating eligibility for certain program streams
- May be used in the evaluation and decision-making of your application
- Helps Telefilm better understand its clients and their projects
- Improves programs and industry initiatives

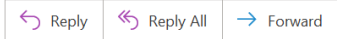
#### Want to know more?

To learn more about Telefilm's self-identification initiatives, please [click here](#).

- **IMPORTANT:** The members of the key personnel have **ten (10) calendar days to complete the questionnaire from the day they receive the email**. If you miss the deadline and would like to have the opportunity to complete the questionnaire, please contact [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) and ask for your questionnaire to be reset. Note: Depending on when the request is made, we may not be able to take into account the information in the processing of the application, but it will be able to be used in Telefilm's overall data collection statistics.

4. To access Telefilm’s Self-Identification Portal, you must click on the link provided in the Questionnaire email from Telefilm and enter your **Username** and the **Temporary Password contained in the email**:

Application for [redacted] Telefilm Canada Self-Identification Questionnaire



You received this email because a producer submitted a project for funding to Telefilm Canada and has listed you as a member of the film’s key personnel.  
All individuals in a **producer, screenwriter, director** role should complete Telefilm’s self-identification questionnaire as part of the project application.

**Action Required:**  
Please [click here](#) to complete your questionnaire.

Your temporary username and temporary password are:

- Username: [redacted]
- Temporary Password: [redacted]

You have **ten (10) calendar days** to complete the questionnaire.

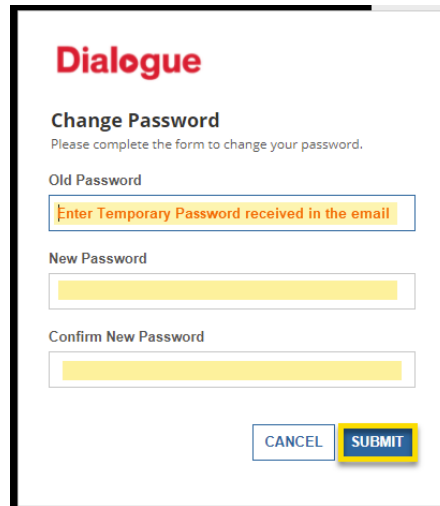
**Problems signing in or completing?**  
If you are logged in to Dialogue, you first need to log out by clicking [here](#). Consult Telefilm’s Troubleshooting page and user guide. If you need assistance, contact [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca).

**Why participate?**  
The information collected:

- Is used in validating eligibility for certain program streams
- May be used in the evaluation and decision-making of your application
- Helps Telefilm better understand its clients and their projects
- Improves programs and industry initiatives

**Want to know more?**  
To learn more about Telefilm’s self-identification initiatives, please [click here](#).

- The window below will appear. Enter your **Temporary Password** (Old Password) provided in the email and create and enter and confirm a **New Password**:



**Dialogue**

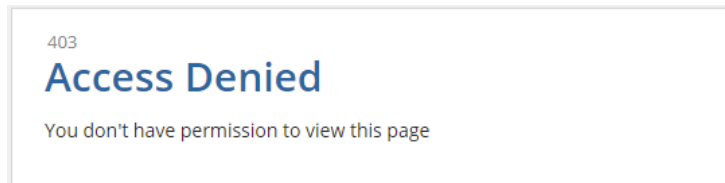
**Change Password**  
Please complete the form to change your password.

Old Password

New Password

Confirm New Password

- **IMPORTANT:** You will get this error message if you are currently logged in to your Dialogue account.



- Please follow these instructions:

- Go to your **Dialogue account** and **SIGN OUT**
- Delete your browser history and close any open web browsers
- **Copy and paste this link into your browser search field:**  
<https://telefilmbpm.appiancloud.com/suite/tempo/>
- Log in using the **email (username)** and **temporary password** received in the Questionnaire email sent by Telefilm (Note: once the step to change the password appears on screen, enter a new password).
- If you encounter another error message, contact us at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca)

# HOW TO COMPLETE TASKS IN THE SELF-IDENTIFICATION PORTAL

## APPLICANT

## SYSTEM

## KEY PERSONNEL

Enter names and email addresses of key personnel

Email sent to key personnel to participate

Accept Terms of Use

Complete Self-Identification Questionnaire

Select permissions for Data Usage


### 5. In the Telefilm Canada Self-Identification Portal, you must **Accept Terms of Use**:

### Telefilm Canada Self-Identification

This self-identification and data collection will help Telefilm Canada better understand our clients and their projects, while also helping enhance programs and industry initiatives.

The data collected here may also be used in validating eligibility for certain Program streams and lead to better informed decision-making for a project that you are attached to.



 You have been listed as a member of the key personnel by the Producer on a project submitted for funding to Telefilm Canada.

#### Why participate?

- The data collected is used in validating the eligibility of projects for certain streams:
- Indigenous Stream (Development, Talent to Watch, Theatrical Documentary, Production).
  - Stream for Black and People of Colour (Development).
  - Filmmaker Apply-Direct Stream (Talent to Watch).

It could also be used in the creative evaluation and decision-making for the project you are attached to.

#### How it works:

- All individuals in any producer, screenwriter or director role are asked to complete the self-identification questionnaire.
- Your responses are confidential and you choose how the information is shared.
- Participants have ten (10) calendar days to complete the questionnaire.

To learn more about Telefilm's data collection initiatives and how we use and share the information we collect, please click [here](#).

Your participation is greatly appreciated. Thank you.

Please complete and submit any outstanding action items listed below.

#### Action Items

Status	Expiry	
Priority		<a href="#">Accept Terms of Use</a>
Pending		Consent to use in <input type="text"/>

## Accept Terms of Use

[Français](#)

### TERMS OF USE - SELF-IDENTIFICATION PLATFORM (the "Agreement")

The use of this Platform is governed by these terms of use. If you agree to these terms of use, please indicate your acceptance by clicking "YES". If you do not agree to the terms of use, please kindly leave this Platform.

#### 1. DEFINITIONS

- "Member Account" means the account allowing you to access the Platform by entering its username and password.
- "Appian software" means Appian Corporation's business process management software suite and associated documentation.

**ACCEPT**

# COMPLETE SELF-IDENTIFICATION QUESTIONNAIRE



## IMPORTANT

- You must complete and submit the Self-Identification Questionnaire in one session for it to be saved.
- The sections in red on the Self-Identification Questionnaire are mandatory fields.
- The options to answer “**I do not wish to identify**” and “**I prefer not to answer**” are available throughout the questionnaire.



## Submit Self-Identification Questionnaire

### You must complete and submit the Self-Identification Questionnaire in one session for it to be saved.

This information is considered part of the funding application and will help Telefilm Canada better understand its community and their projects. Data collected here may be used for determining eligibility, decision making, promotion, and reporting to the industry on Telefilm Canada's activities. Your responses are confidential and will only be shared with your permission. For more information on how we use and share the information we collect, please see the [Personal Information Collection Statement](#).

**Important Note:** If the questionnaire is not completed, your information will not be included in the processing of the above application.

Your participation is greatly appreciated. Thank you.

### ▲ Pronouns

My pronouns are 

A value is required

### Indigenous Peoples

*Indigenous peoples* is a collective name for the original peoples of North America. *Indigenous* refers to First Nations, Inuit, or Métis.


For Indigenous persons, please indicate your identity below

### ▲ Racial / Ethnic Identity

*Black and People of Colour* refers to persons who are non-white in race and not Indigenous. It includes but is not limited to those who identify as Black (including Black African, Black-Caribbean, Afro-Caribbean, Afro-Arab, Afro-Latin) or Asian (including West Asian, East Asian, South Asian, South-East Asian, Central Asian, Pacific Islander), Latin American, Middle Eastern, North-African, persons from the Arabian Peninsula, as well as individuals who are of biracial or mixed-race backgrounds. (This definition is inclusive of international Indigenous Nations and those who identify as both Black and a Person of Colour).


Are you Black?

A value is required

Do you wish to further describe your racial or ethnic identity? 

Are you a Person of Colour?

A value is required

Which of the following best describe your racial/ethnic identity? 

If you are biracial, mixed-raced or multiracial identity please select all that apply


A value is required

### ▲ Persons with disabilities

The Accessible Canada Act defines disability as "any impairment, including a physical, mental, intellectual, cognitive, learning, communication or sensory impairment – or a functional limitation – whether permanent, temporary or episodic in nature, or evident or not, that, in interaction with a barrier, hinders a person's full and equal participation in society".

Do you self-identify as a person living with one or more disabilities?


A value is required

Do you wish to further describe your disability, if applicable? 

### ▲ Gender and Sexual Orientation

Gender Identity


GLAAD and Fondation Émergence describe gender identity as how an individual defines their gender based on a deep, personal knowledge of belonging (or lack of belonging) to one or several genders: man, woman, somewhere in between or neither. This experience is unique to each person and is not determined by their sex assigned at birth.

How would you describe your gender identity? 

A value is required

Gender Expression

GLAAD and Fondation Émergence describe gender expression as the way a person presents their gender. A person's gender expression can be masculine, feminine, androgynous, or neutral, or somewhere in between, no matter their gender. It can be expressed in a variety of manners, including through a person's name, pronouns, clothing, hairstyle, behaviour, makeup, voice, and/or body characteristics.

Would you like to describe your gender expression? 

2SLGBTQIA+

2SLGBTQIA+ encompasses Two-Spirit, lesbian, gay, bisexual, transgender, queer, intersex, and asexual.

Do you identify as part of the 2SLGBTQIA+ spectrum?

A value is required

Do you wish to further describe your 2SLGBTQIA+ identity, if applicable? 

### ▲ Official Language Minority Community (OLMC)

Do you belong to an Official Language Minority Community?

A value is required

### ▲ Agreement

Statement



By submitting this form, I certify that I have read and understood the [Personal Information Collection Statement](#) and consent to provide my personal information in accordance therewith.

SUBMIT

# SELECT PERMISSIONS FOR DATA USAGE

## APPLICANT

## SYSTEM

## KEY PERSONNEL

Enter names and email addresses of key personnel

Email sent to key personnel to participate

Accept Terms of Use

Complete Self-Identification Questionnaire

Select permissions for Data Usage

### 6. In order for your information to be used in the processing of an application, **you must complete the Consent to Use task.**


→ You must confirm how your information may be used by Telefilm.

- You may consent to your data being used in the processing of the application for the project/application you are associated with.
  - In this case, the information may be used in the validation of the eligibility of the application for particular streams (e.g., Indigenous Stream, Stream for Black and People of Colour, etc.) and in the evaluation and decision-making of that application.
- You may consent for it to only be used in an aggregate/anonymous manner.
  - In this case, it will not be used in the processing of the application you are attached to but may be used in Telefilm's reporting in an aggregate way but you will not be specifically identifiable (e.g., x% of all directors attached to projects submitted under the Production Program this fiscal year were women).
- Please consult the [Data Collection](#) FAQ for more information.

NOTE: You can change your choice for future applications you may be attached to. In other words, you will receive a notice for each application an applicant company attaches you to and you can save your Consent to Use choice or change it for that new application. Changes will *not* revert backward to previous applications.

## Confirmation

Thank you for completing the questionnaire.

 In order for your information to be used in the processing of an application, please go to the [Consent to use task](#) which can be accessed in the Action Items section of the [Self-ID Portal homepage](#).

# Telefilm Canada Self-Identification

This self-identification and data collection will help Telefilm Canada better understand our clients and their projects, while also helping enhance programs and industry initiatives.

The data collected here may also be used in validating eligibility for certain Program streams and lead to better informed decision-making for a project that you are attached to.



[i Terms of Use](#)

You have been listed as a member of the key personnel by the Producer on a project submitted for funding to Telefilm Canada.

### Why participate?

- The data collected is used in validating the eligibility of projects for certain streams:
- Indigenous Stream (Development, Talent to Watch, Theatrical Documentary, Production).
  - Stream for Black and People of Colour (Development).
  - Filmmaker Apply-Direct Stream (Talent to Watch).

It could also be used in the creative evaluation and decision-making for the project you are attached to.

### How it works:

- All individuals in any producer, screenwriter or director role are asked to complete the self-identification questionnaire.
- Your responses are confidential and you choose how the information is shared.
- Participants have ten (10) calendar days to complete the questionnaire.

To learn more about Telefilm's data collection initiatives and how we use and share the information we collect, please click [here](#).

Your participation is greatly appreciated. Thank you.

Please complete and submit any outstanding action items listed below.

### Action Items

Status	Expiry	
Available		Consent to use in

## Consent to use in Project # - Title

In order for your information to be used in processing the application indicated above, please provide your consent by the expiry date. After that time, Telefilm will consider that you have decided not to self-identify for the purposes of processing the application.

**Important Note:** If you consent for your information to be used in processing the application, your information will be shared with the Applicant(s) in an identifiable (personalized) form. It may also be used for eligibility and evaluation purposes, as well as for communication, promotional, and celebration purposes.

Details on how your information will be collected, used, and shared are outlined in the Personal Information Collection Statement.

**Expiry:** Expiry Date and Time

### Pronouns

My pronouns are

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Indigenous Peoples

For Indigenous persons, please indicate your identity below

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Racial / Ethnic Identity

Are you Black?

Are you a Person of Colour?

Which of the following best describe your racial/ethnic identity?

Do you wish to further describe your racial or ethnic identity?

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Persons with disabilities

Do you self-identify as a person living with one or more disabilities?

Do you wish to further describe your disability, if applicable?

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Gender and Sexual Orientation

Gender Identity

How would you describe your gender identity?

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Gender Expression

Would you like to describe your gender expression?

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### 2SLGBTQIA+

Do you identify as part of the 2SLGBTQIA+ spectrum?

Do you wish to further describe your 2SLGBTQIA+ identity, if applicable?

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Official Language Minority Community (OLMC)

Do you belong to an Official Language Minority Community?

Your answer(s) from the questionnaire will appear here

#### USE IN PROCESSING OF THE FUNDING APPLICATION

Do you consent to this information being used in the processing of application

Yes  No

If you wish to change your choice after submitting this form, please contact Telefilm at [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if such change can be taken into account in the processing of the application.

### Agreement

Statement

By submitting this form, I certify that I have read and understood the Personal Information Collection Statement and consent to provide my personal information in accordance therewith.

SUBMIT

telefilm.ca

## REMINDER EMAIL

→ If the previous steps are not completed within ten (10) calendar days of the application submission date, you will receive a **REMINDER** email :

REMINDER - Application for [REDACTED] Telefilm Canada Self-Identification Questionnaire



Telefilm Canada <noreplyuat@telefilm.ca>

To [REDACTED]

[↩ Reply](#) [↩ Reply All](#) [→ Forward](#)

This is a reminder that you have outstanding tasks for your self-identification questionnaire for a project submitted for funding to Telefilm Canada.

#### Action Required:

You need to:

- Complete the self-identification questionnaire, and/or
- Complete the 'Consent to Use' task after completing the questionnaire

Please [click here](#) to complete your questionnaire.

Your temporary username and temporary password are:

- Username: [REDACTED]
- Temporary Password: [REDACTED]

Your questionnaire will expire in **six (6) calendar days** from the date of this message.

#### Already completed the questionnaire for another project?

You must complete the "Consent to use" task to link your questionnaire to this new application. (This is in the 'Action Items' section). You can update your previously submitted answers if you choose.

#### Problems signing in or completing?

If you are logged in to Dialogue, you first need to log out by clicking [here](#). Consult Telefilm's Troubleshooting page and user guide. If you need assistance, contact [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca).

#### Why participate?

The information collected:

- Is used in validating eligibility for certain program streams
- May be used in the evaluation and decision-making of your application
- Helps Telefilm better understand its clients and their projects
- Improves programs and industry initiatives

#### Want to know more?


To learn more about Telefilm's self-identification initiatives, please [click here](#).

→ **IMPORTANT:** If the Consent to Use task is not completed before the **Expiry Date and Time** set out in the Self-Identification platform, your information may not be able to be used in the processing of the application. **If you wish to submit the questionnaire or complete the Consent to Use task after task has expired, please email [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca).** Note: Depending on when the request is made, we may not be able to take into account the information in the processing of the application but it will be able to be used in Telefilm's overall data collection statistics.

# MODIFICATIONS TO THE SELF-IDENTIFICATION QUESTIONNAIRE

 Terms of Use

## Self-Identification Questionnaire

 Note: You can update your information at any time. However, any information updated after the expiry date associated to a specific application may not be taken into account in the processing of that application.

### Current declaration

Current Information  
To modify >

### Financing Applications

Project # - Title

#### Pronouns

My pronouns are

Your answer(s) from the questionnaire will appear here

#### Indigenous Peoples

For Indigenous persons, please indicate your identity below

Your answer(s) from the questionnaire will appear here

#### Racial / Ethnic Identity

Are you Black?

Your answer(s) from the questionnaire will appear here

Are you a Person of Colour?

Which of the following best describe your racial/ethnic identity?

Do you wish to further describe your racial or ethnic identity?

#### Persons with disabilities

Do you self-identify as a person living with one or more disabilities?

Your answer(s) from the questionnaire will appear here

Do you wish to further describe your disability, if applicable?

#### Gender and Sexual Orientation

Gender Identity

How would you describe your gender identity?

Your answer(s) from the questionnaire will appear here

Gender Expression

Would you like to describe your gender expression?

2SLGBTQIA+

Do you identify as part of the 2SLGBTQIA+ spectrum?

Your answer(s) from the questionnaire will appear here

Do you wish to further describe your 2SLGBTQIA+ identity, if applicable?

#### Official Language Minority Community (OLMC)

Do you belong to an Official Language Minority Community?

Your answer(s) from the questionnaire will appear here



→ **IMPORTANT:** If you have **modified** your answer(s) in the questionnaire and wish for the new answer(s) to be included in the processing of the application, please email [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca) to see if a new **Consent to Use** task may be issued.

# VIEW OF THE INFORMATION COLLECTED

7. The **applicant company** will be able to see the information only if the key personnel has agreed to share the information in the processing of the application (Note: multiple authorized members of the applicant company may be able to see the application including the Self-Identification Questionnaire Responses).

News Tasks **Records** Reports Actions

Records / My Telefilm Applications | Mes Demandes Téléfilm

Summary Notes **D&I Questionnaire** News Related Actions

### Self-Identification Questionnaire Responses

Role and Citizenship	Name and Pronoun	Gender Identity	Gender Expression	2SLGBTQIA+	Indigenous Peoples	Racial / Ethnic Identity	Persons with disabilities	OLMC
Lead Producer / Canadian	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task
Lead Director / Canadian	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task
Lead Screenwriter / Canadian	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task

8. The information collected will only be accessible to approved Telefilm staff who have a valid reason for accessing and using that personal information. This includes designated staff on the Project Financing and Business Affairs teams who administer the programs under which an application is filed as well as designated staff in the Legal Services, Information Technology and Communications departments.

**D&I Questionnaire**

### Self-Identification Questionnaire Responses

Role and Citizenship	Name and Pronoun	Gender Identity	Gender Expression	2SLGBTQIA+	Indigenous Peoples	Racial / Ethnic Identity	Persons with disabilities	OLMC
Lead Producer / Canadian	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task.
Lead Director / Canadian	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If the 5 days have expired, we will see "No answer".
Lead Screenwriter / Canadian	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"	Answer(s) will only appear if participant(s) has completed Questionnaire and Consent to Use task. If participant chose not to share, we will see "Choose not to share"

# INQUIRIES AND ADDITIONAL REFERENCE DOCUMENTS

**FOR INQUIRIES** relating to Telefilm's data collection process, please contact [questionnaire@telefilm.ca](mailto:questionnaire@telefilm.ca).

→ For **technical support**, please contact [services@telefilm.ca](mailto:services@telefilm.ca).

**ADDITIONAL REFERENCE DOCUMENTS can be found here** <https://telefilm.ca/en/who-we-are/our-engagement/equity-diversity-and-inclusion/data-collection>

## Documents

**PDF** Sample Self-Identification Questionnaire



**PDF** User Guide



**PDF** Frequently Asked Questions



**PDF** Data Collection One-Page Summary



**PDF** Definitions  
Glossary of terms.

