



Toolkit for Equitable
Emergency Management

Appendix B

Project Methodology

2025

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The Toolkit was developed in partnership with emergency management practitioners, Equity, Diversity, and Inclusion (EDI) specialists, and community-based organizations to ensure it is inclusive, relevant, useful, and sector-specific. Key methods of engagement included the formation of a Sector Advisory Committee, which provided critical expertise and guidance throughout all phases of the Toolkit's development. Additionally, a comprehensive survey was disseminated widely to emergency management practitioners and federal, provincial, and territorial organizations involved in disaster and emergency response across Canada.

Intersectional Gender Analysis Perspective

Throughout the development of the Toolkit, the IGA framework was applied to ensure that the diverse experiences and needs of community members were thoroughly considered. IGA is integrated throughout this project:

- ❖ As part of the foundation for research and data collection to develop the Toolkit.
- ❖ As part of the practical guidance taken to develop specific sections on how to apply intersectional gender analysis in relation to HRVAs.

Details on how this was achieved are outlined in the Toolkit development process below.

Toolkit Development

A key goal of this project was to develop the HRVA Toolkit with an IGA perspective. To achieve this, the project team employed a systematic process to ensure that the Toolkit is inclusive and responsive to the sector's diverse needs. This process included the following steps:

- ❖ Defining the primary objectives of the project and identifying the target audience.
- ❖ Identifying assumptions about the use and implementation of both HRVAs and intersectional gender analysis in relation to emergency management.
- ❖ Gaining a high-level overview of the emergency management sector through comprehensive research.
- ❖ Developing a survey in collaboration with the Sector Advisory Committee (SAC) to gather data from a wide range of participants. The survey included respondents with diverse experiences and geographic locations.

The findings from the data analysis highlight several key themes regarding the state of intersectional gender analysis integration in emergency management, especially within the context of HRVAs. Recommendations for improvement, such as increased training and awareness, enhanced resourcing, and improved communication strategies, were identified as opportunities for increased understanding and capacity development.

The survey findings revealed a critical gap in training, education, and awareness regarding IGA within the field of emergency management, particularly in relation to HRVAs. The lack of training, education, and awareness contributed to a lack of buy-in not only from leadership but also from emergency managers themselves. Competing priorities and the perception of additional workload associated with IGA have created unintentional barriers. Some respondents who believe in and understand the value of IGA within emergency management expressed concerns about lacking technical skills, capacity, time, or budget to implement it. Additionally, those who did not understand or know how to implement IGA were the most critical of it.

The Toolkit is part of a series of progressive projects sponsored by the Canadian Women's Foundation, in partnership with The Canadian Municipal Network on Crime Prevention. It aims to build capacity and transform the landscape of emergency management through an iterative process. The Toolkit is grounded in HRVA methodology through an IGA framework and includes relevant, practical, and realistic strategies and recommendations drawn from the sector. This is a living document, and the Foundation and the CCSC remain committed to ensuring resources and practices remain relevant and effective.