



## Research Team Memorandum of Understanding

# Language Policy

Version date: 23 February 2018

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These Memorandum of Understanding documents are intended to guide the work of the Trans Youth CAN! Study. While each team member agrees in principle with the Memorandum of Understanding, it is considered a set of 'living documents', which may be revisited and revised throughout the life of our project.

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### Strategy

The overall goal of the project will be to produce research results and materials for different stakeholders (youth, parents/caregivers, clinicians, policymakers) in languages they can use. This may involve production in only one official language, but key documents will always be in both languages. Additional languages may be considered for some materials, particularly those for parents and family.

### Working language

The working language for whole-team project meetings will be English. Committees may function in whatever language they agree on. The French-language workgroup will function in French.

### Materials to be Produced in Both Official Languages

Academic papers may be published in either official language. Some materials will always be produced in both official languages, including:

- All youth surveys, and parent surveys, and any promotional materials.
- Consent forms and letters of information for sites that operate bilingually
- Research project website
- Knowledge translation materials produced for youth or parents/caregivers
- Abstracts of academic publications (regardless of the language of the publication)
- Press releases