



APPENDIX I
GLOSSARY

Glossary

Asexual	An adjective used to describe people who do not experience sexuality in the same way as others, though the precise meaning of the term is unsettled and may include someone who does not experience sexual, or romantic, attraction, drive, or function.
Bisexual	Usually refers to an individual who is attracted to both men and women.
Cisgender	A term used by some to describe people who are not transgender. "Cis-" is a Latin prefix meaning same. Cisgender people are those whose current gender is the same as they gender they were assigned at birth.
Cisnormativity	A norm that assumes all people are cisgender.
Compulsory Heterosexuality	A norm, enforced by laws, social standards, and institutional rules, that all people are, or should be, heterosexual.
Cross-Dressing	Wearing clothes, makeup, or accessories culturally associated with people of a different gender.
Female/Male	When referring to gender, used to describe to individuals, including cisgender and transgender people, who identity as female or male. When referring to anatomy, used to describe physiology that corresponds to expectations of maleness and femaleness.
Gay	Usually refers to a person who identifies his or her primary romantic feelings, sexual attractions, and/or arousal patterns as being toward someone of the same gender or sex.
Gender	The socially constructed characteristics of women, men, girls and boys—including the norms, roles, behaviours, activities, attributes, and relationships that exist between them. Gender identity is not binary. Inherent in the examination of gender is the need to recognize power differentials between men and women.
Gender Binary	The classification of gender into two distinct, opposite forms of masculine and feminine.

Gender Expression	Gender expression is how a person expresses their gender through appearance, mannerisms, dress and behavior, including modification of bodily appearance or function by medical, surgical or other means. Gender expression may or may not correspond to a person's gender identity.
Gender Identity	A person's inner awareness of having a particular gender. Gender identity may or may not correspond to a person's gender expression.
Gender Nonconforming	Refers to persons, including cisgender people, whose gender expression does not conform to stereotypical expectations for someone of their gender. E.G., masculine women, female construction workers, men who wear make-up.
Heteronormativity	A norm that assumes all people are heterosexual.
Intersectionality	The interconnected nature of identities and traits such as gender, race, ethnicity, class, income, education, occupation, disability, caste and other status which create overlapping and interdependent systems of discrimination and inequality that give rise to exclusion and subordination. Intersectional inequalities give rise to unequal access to healthcare and to health care initiatives that are not mindful of the multiple axes of ways in which women experience discrimination. It also demands examining if people are treated equitably during illness or emergencies that compromise health.
Intersex	An umbrella term describing people born with sex characteristics (including genitals, gonads and chromosome patterns) that do not fit typical binary notions of male or female bodies.
Lesbian	Usually refers to a female person who identifies her primary romantic feelings, sexual attractions, and/or arousal patterns as being toward a person of the same gender or sex.
LGBT, LGBTI	Often used as an umbrella term to describe those people whose sexual orientation, gender identity and expression, and sex characteristics do not conform to cultural expectations of sexuality and gender.
Non-Binary	Often used as a self-defined identity by those who do not identify as women or men.

Queer	Queer is a theoretical discourse, deriving from postmodern and post-structural thought. It is often used as an umbrella term to describe all lesbian, gay, bisexual and transgender people; however, it can also refer to individuals who fall outside of those terms, as well as being an identity of sexual orientation in its own right. Queer is a term that has been reclaimed from its previous pejorative use and for this reason it is not embraced universally across the community it attempts to define, and remains controversial.
Sex Characteristics	Physical features that correspond to cultural and medical notions of being male or female. This includes roughly two dozen physiological systems such as the genitalia, reproductive anatomy, chromosomes, hormones, and physical features emerging from puberty. Most people have sex characteristics that all align with maleness, or that all align with femaleness. Intersex people have sex characteristics that align with both.
Sex Reassignment Surgery	Also called gender confirmation surgery. Refers to doctor-supervised surgical interventions and is often part of transition.
Sex/Gender Assigned at Birth	Used instead of phrases which tie a person's gender to their birth anatomy such as "born a woman," or was "a woman at birth."
Sexual Orientation	A classification of traits according to whether a person has engaged in sexual activity and/or experienced attraction to others of the same or a different gender, as well as how they identify their own sexuality.
Transgender Man/Woman	A transgender man is a man who had been assigned female at birth. A trans woman is a woman who had been assigned male at birth.
Transgender/Trans	An umbrella term to describe anyone whose current gender is different than their gender assigned at birth. Trans is an acceptable, sometimes preferred, substitute for transgender.
Transition	The process of changing one's gender presentation, legal/administrative gender makers, and/or one's body in order to publicly live according to one's true gender.
WSW/MSM	Abbreviation for women who have sex with women/men who have sex with men. Denotes an individual classified as such based on sexual behavior, irrespective of how individuals identify themselves.



APPENDIX II
STYLE AND USAGE
GUIDE

Style and Usage Guide

This guide includes recommendations for the use of terms related to sexuality and gender in international settings. There is no universally agreed-upon set of terms to describe people whose sexuality and gender do not conform to the cultural expectations of their society. As individuals around the world are increasingly able to self-determine their sexual orientation and gender, language will change to incorporate new identities and lived experiences. Additionally, these terms describe concepts that are at the center of social and political battles. Terms that were once preferred may acquire a derogatory meaning, and derogatory terms may be reclaimed by communities that affirm them. Treat this guide as recommendations rather than rules. Be open to the likelihood that preferences regarding language, terms and usage will continue to evolve.

1. “LGBTI” and Variations

The term LGBT is an alphabetism (an abbreviation where each letter is pronounced separately) for lesbian, gay, bisexual, transgender and intersex. It can be used as an adjective, to describe people, groups or issues.

A. As an Umbrella Term to Describe an Unspecified, Indeterminate Group of People, Issues or Organizations

AN UMBRELLA TERM. Because the meaning of LGBTI is somewhat ambiguous, it is used as an umbrella term to refer to all people who identify themselves as lesbian, gay, or bisexual, as well as people who are transgender and/or intersex. It may be interpreted to include people who engage in same-sex activity, but do not identify as such. In its broadest meaning, it refers to all people who do not conform to social expectations of gender or sexuality including those people who might identify as something other than lesbian, gay bisexual and/or transgender.

Affordable healthcare is an LGBTI issue. CORRECT

The LGBTI community is more visible than it used to be. CORRECT

DEFINITIONAL FOOTNOTE. Because of the multiple possible interpretations of the term LGBTI, many writers place a footnote on the term LGBT when it is first used in a document to specify how the term LGBT is defined for the purpose of the document. Here are two examples:

The term LGBT, as it is used in this document, refers to those who identify their sexual orientation as lesbian, gay or bisexual, and those who identify their gender as transgender.

The term LGBT, as it is used in this document, refers to people whose sexual orientation or gender differs from the cultural expectations of sexuality and gender.

WHICH LETTERS? LGBT? LGBTQIA2S? Different communities use different forms of LGBT. Use the form that is commonly recognized by your audience. For example, LGBTQ2I is used by Canadians when referring to Canadian communities. The Canadian government notes that “The “2” in “LGBTQ2I” stands for “2-spirit” and refers to conceptions of sexual and gender identity in some Indigenous communities in Canada.

INTERNATIONALLY, USE LGBTI. International LGBTI organizations and multilateral bodies such as the United Nations and the World Bank most commonly use LGBTI as an umbrella term. One reason for this is that international advocacy has focused on seeking recognition that discrimination based on SOGIESC characteristics is prohibited. LGBTI is the population that corresponds to SOGIESC, as illustrated by Table 1, page 10 (you may encounter the older formulation, SOGI, which was used when the movement had less clarity about gender expression and sex characteristics). Audiences outside of Canada may not consider the use of “2” in “LGBTQ2I” to be relevant to their communities. Global Affairs Canada notes that although LGBTQ2I is used domestically, LGBTI is used internationally (Government of Canada website).

MEET PEOPLE WHERE THEY ARE. All cultures have terms used to describe LGBTI people, though in some cases those terms may be derogatory. Effective advocacy often involves meeting people where they are and hopefully moving them to a greater level of acceptance and respect. Thus, as an advocacy tactic, it may be appropriate to begin conversations using whatever terms are used by people you hope to reach, with the goal of promoting the use of respectful terms.

B. Using LGBTI Specifically, Referring to a Specific Person or Persons, Issues or Organizations

ARE YOU REFERRING TO IDENTITY? The term LGBTI can be interpreted to refer to people who have self-identified as lesbian, gay, bisexual, and/or transgender. According to this interpretation, the term LGBTI would not include people who have experienced same-sex behavior or attraction (WSW/MSM), but who self-identify as LGB. If this distinction is important, you should add clarification.

This study looked at the prevalence of STIs among lesbian women. **UNCLEAR** The study may be about women who self-identify as lesbian or WSW who identified as heterosexual.

This study looked at the prevalence of sexually transmitted infections among people whose current gender is different than their gender assigned at birth. **CORRECT**
Based on this sentence, the reader would know that the study would include people who currently identify as transgender as well as people who currently identify simply as male or female.

Only reference the gender and sexualities of the individuals being described.

Janet is LGBT. **INCORRECT** (and impossible given that a single person cannot be gay and bisexual and a lesbian at the same time).

Janet is a lesbian. Janet is a lesbian women. CORRECT

Our committee, the members of which are listed below, includes LGBT people. CORRECT

As long as the committee actually includes at least one lesbian, one gay man, one bisexual person and one transgender people. If the committee only includes a lesbian and a gay man, use the term LG.

Our program serves all men, including LGBT men. INCORRECT Men are usually not considered lesbians.

Our program serves all men, including GBT men. CORRECT

ARE YOU TRYING TO SIGNAL INCLUSIVENESS? See above. When using LGBTI in organizational statements to signal that you are inclusive of diverse populations, do not use LGBTI if you know the population you are referring to does not actually include lesbians, gay men, bisexual, transgender AND intersex people. Accuracy and authenticity will garner more respect than an inauthentic attempt at inclusiveness.

This HIV prevention program targets GB men and transgender women. CORRECT if accurate.

Our survivors support group serves GLB women. CORRECT if accurate.

2. Lesbian, Gay, Bisexual

USUALLY ADJECTIVES. Gay, lesbian, and bisexual are adjectives. Lesbian can also be a noun.

Gay people, bisexual couple, he is gay, she is lesbian, she is a lesbian. CORRECT

He is the only gay in the village. She is a gay. INCORRECT

SEXUALITY. The term sexual orientation is widely accepted. The term “homosexual” is generally disfavored outside of clinical, historical, and research settings as it has a history of being used as a label for a disease. Though term sexual preference was initially popularized by feminists advocates in the 1970s, many feel it has been co-opted by those who want to portray same-sex attraction as a choice that is immoral and preventable. Thus, the term is now considered offensive and should be avoided. Likewise, lifestyle and lesbianism should also be avoided.

3. Transgender/Trans, Non-Binary, Gender Non-Conforming

A. As an Umbrella used to Describe an Unspecified, Indeterminate Group of People, Issues or Organizations

USE AS AN ADJECTIVE. Transgender is an adjective that can be used to describe people, organizations and issues relating to transgender individuals. Trans has become an acceptable synonym for transgender.

They are transgender people. She is a transgender person. I study transgender issues. CORRECT

She is transgendered. I am writing about transgender. INCORRECT

B. Referring to a Specific Person or Persons, Organizations or Issues

USE SELF-DETERMINED GENDER IDENTITY TERMS. As a general rule, when describing another person's gender use the term that they use to describe themselves.

AVOID USING GENDER TERMS THAT EXCLUDE TRANSGENDER PEOPLE. Transgender people may identify as women or men.

This workshop is for women and transgender women. Mona is a woman and Kate identifies as a woman. INCORRECT The implies that the term women only refers to cisgender women.

This workshop is for women, including transgender women. Mona is a woman and Kate is a woman. CORRECT

BE CLEAR ABOUT IDENTITY VERSUS CLASSIFICATION. Gender terms can be used to describe a classification rather than an identity. For example, someone may identify themselves as male, but they might be classified, for the purpose of a research study, as transgender. If possible, you should try to clarify whether you are referring to an identity or a classification.

Jane, a woman, is a participant in our study of transgender women because she was assigned male at birth. CORRECT Jane identifies as a woman, but you are classifying her as transgender for purposes of the study.

OTHER TERMS (GENDER VARIANT, GENDER EXPANSIVE, GENDER DIVERSE, ETC.). New terms to describe gender will continue to spring up as more people adopt new terms to describe themselves, and as advocates and researchers create new gender categories. Use these terms as adjectives in the same way you would use transgender. No single term works well in all contexts. It's often best to use the terms that will be best understood by your audience. See paragraph "Meet people where they are" above.

C. Sex/Gender Assigned at Birth, Personal History, Transition

WHEN REFERRING TO A PERSON'S GENDER. As a general rule, use the term that the person uses to describe themselves, including when you are talking about the period in their life before they self-identified as their true gender. This usage reflects the experience of most transgender people who develop an inner awareness of their gender at an early age.

When Caitlan was in her 20's, she won the Olympic Decathlon. CORRECT

When Caitlan was a man, she won the Olympic Decathlon. INCORRECT

Before Caitlan transitioned, her gender expression was male. CORRECT

Avoid language that links a person's gender to their sex/gender assigned at birth.

Birth-assigned sex; sex assigned at birth; gender assigned at birth; gender associated with one's sex assigned at birth. CORRECT

Raised as a boy; raised as a girl. CORRECT (but use with care)

Born a woman; born a man; biologically female; biologically male; genetically female; genetically male; pre-op; post-op. INCORRECT

Transition is the correct word for the social and/or medical process of publicly living into one's true gender or lack of gender.

Chris transitioned at age 32. CORRECT

Chris is transgendering; Chris had a sex change; Chris became a woman; Chris changed genders. INCORRECT

D. Pronouns

When referring to a person whose gender is unknown or irrelevant in the context, use the singular they. Many major style guides have endorsed or mandated this use, including the Merriam-Webster Unabridged Dictionary, the Oxford English Dictionary, the AP Style Book, the Chicago Style Manual, and the Publication Manual of the American Psychological Association.

When referring to a person whose pronouns you know, use their pronouns. You don't need to refer to pronouns as "preferred," they are just pronouns. In some spaces, it has become convention to list a persons pronouns after their name.

Sophia Martin (she/hers). CORRECT

4. Intersex

INTERSEX IS AN ADJECTIVE.

She is intersex. This is the story of an intersex baby. CORRECT

She is intersexed. INCORRECT

5. Sexual and Gender Minority (SGM)

USES A QUANTITATIVE APPROACH. Individuals can be identified according to whether they belong to a minority group or a majority group. Cisgender, heterosexual people constitute a statistical majority in all societies. A sexual minority refers to someone whose sexual orientation, based either on self-identification, sexual behaviour, or the experience of sexual attraction, is other than heterosexual. Gender minority includes all people whose current gender is different than their gender assigned at birth.

BROAD AND PRECISE. The terms sexual minority and gender minority are broad because, by definition, they explicitly encompass multiple aspects of gender and sexuality. At the same time, they are precise because the determination of whether an individual is a member of a sexual or gender minority is relatively straightforward, regardless of cultural context.

These terms are often preferred by social science researchers and development practitioners who use quantitative methods in their work, and who require terms that are defined more precisely than LGBT. Some advocates prefer the term LGBTI because the label of minority is disempowering.