

Introduction to Attachments B, C, and D

Diversity, Equity, and Inclusion (DEI) Self-Assessments

Conducting a Self-Assessment

Before crafting a Diversity, Equity, and Inclusion (DEI) plan or policy, nonprofits might first conduct an organizational self-assessment. Self-assessments should include staff, volunteers, and stakeholders at varying levels of the organization; should focus on specific strengths and areas of growth; and should be conducted in an open, judgment-free environment.

By conducting a self-assessment, nonprofits can better understand what level of Diversity, Equity, and Inclusion the organization as a whole – and its leaders, staff, and volunteers – are exhibiting in:

- The mission, values, and goals of the organization
- Organizational policies, procedures, administration, and staffing
- Building workplace culture
- Program and/or service delivery
- Outreach, fundraising, and advocacy efforts
- Partnership building and maintenance

Sample DEI Self-Assessments

An organization's leadership should review available assessments carefully to determine which one(s) are the best fit for your organization and its needs. The Standards for Excellence Institute's sample assessment tools look at an organization's Diversity, Equity, and Inclusion in terms of its strategic factors, accessibility, and policies and procedures. They provide a straightforward approach to reviewing current activity in these areas. An organization's leadership should review the assessments carefully to determine which one or which ones are the best fit for your organization and its needs. It is expected that the sample assessments in Attachments B, C, and D will provide a sample or basis for your organization to develop its own assessment.

Attachment C: Sample Staff and Board of Directors Assessment Diversity, Equity, and Inclusion

The self-assessment in Attachment C is a streamlined version of Attachment B. Depending on your organization, you may find this assessment is appropriate for all board and staff members. Alternatively, you may find that Attachment C is appropriate for staff who are not senior leaders, with senior leadership completing the more comprehensive self-assessment in Attachment B.



Nonprofit Diversity, Equity, and Inclusion (DEI) Assessment for Staff and Board of Directors

Please rate the following statements by checking the response that most closely matches your status.

ORGANIZATIONAL STRUCTURE						
	Strongly Agree	Neutral	Agree	Strongly Disagree	Don't Know	N/A
1. Our organizational mission, vision, and values demonstrate a commitment to inclusiveness and diversity?						
2. We provide resources to help our board, staff, and volunteers understand different cultures, backgrounds, and accessibility issues.						
3. We have a clear policies and procedures in place around diversity and inclusiveness.						
PERSONNEL						
	Strongly Agree	Neutral	Agree	Strongly Disagree	Don't Know	N/A
4. Staff has an opportunity to provide anonymous input on employee morale at least annually.						
5. We have provided training for staff in the last diversity, equity and inclusion.						
6. We have provided training for volunteers in DEI.						
7. We provide staff development opportunities equitably across the organization.						

	Strongly Agree	Neutral	Agree	Strongly Disagree	Don't Know	N/A
8. Staff members and volunteers are treated with respect and cultural differences are valued.						
9. Our senior leadership team is diverse.						
10. There are no disparities between groups in how they are treated (e.g. by race, age, gender, education, marital or parental status or seniority).						
PROGRAMMING						
	Strongly Agree	Neutral	Agree	Strongly Disagree	Don't Know	N/A
11. Program participants are treated with respect and cultural differences are valued.						
12. Speakers for our events and people featured in our materials represent different cultural and linguistic backgrounds and are inclusive of people with disabilities.						
13. Research sponsored by our organization is inclusive and respectful of other thought or knowledge traditions (e.g. non-western).						
14. Our programs and events provide a safe space for discussion and dialogue around difficult or complex subjects.						
15. Artwork and holiday decorations and messaging are culturally inclusive.						
16. Program materials are available in languages other than English.						
17. Our website, newsletter and social media images and stories reflect people of different backgrounds, ages and people with disabilities.						
18. We seek input and feedback from the people we serve on a regular basis about our programs and services.						
19. We provide a variety of ways for people to provide input, taking into consideration differences in language, disability, transportation, access, and internet access.						

	Strongly Agree	Neutral	Agree	Strongly Disagree	Don't Know	N/A
20. We enable people to affiliate or meet in groups that identify with each other and provide a supportive atmosphere for them (e.g. People of Color Affinity Group, Young Professionals Roundtable).						
21. Our programs and events are accessible to people with physical and developmental disabilities.						
22. Our programs and events are accessible by public transportation.						

*ADA (*American Disabilities Act*)