

# SELF-ASSESSMENT: EQUITY IN FINANCIAL MANAGEMENT



Organization Name:

Your Organization's Diversity, Equity, and Inclusion Goal(s):

Each of the statements below reflect equitable financial management practices in the following areas: Financial Planning & Monitoring, Fiscal Staffing, and Financial Operations. Review each statement and check the box the best describes the current practice at your organization using the scale below. Notate any steps your organization can take to move to the next level or continue to grow.

- Beginning: We've identified a need and are considering a change but haven't started this work yet.
- Intermediate: We have some of this in place, but it needs improvement.
- Established: We have documented policies and procedures in place and provide ongoing training for new and experienced staff. We continuously look for ways to improve and have a process to collect regular feedback.

Question	Beginning	Intermediate	Established	How can we strengthen this area at our organization?
<b>Financial Planning &amp; Monitoring</b>				
1. Our organization has clear diversity, equity and inclusion goals and strategies which inform all programmatic and operating activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Our organization has an inclusive budget process in which staff from across the organization, including those close to service delivery, are invited to participate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Our organization has developed transparent policies and practices around equitable compensation across the organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. The annual operating budget reflects adequate resources to implement the organization's diversity, equity, and inclusion goals.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

# SELF-ASSESSMENT: EQUITY IN FINANCIAL MANAGEMENT



Question	Beginning	Intermediate	Established	How can we strengthen this area at our organization?
5. Our organization has a multi-year financial projection that includes equitable compensation for all staff or lays out a plan for how to achieve this over time.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Our budgeting process includes equity considerations around how and where our organization is spending and investing its money	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. When budgetary and other financial decisions are made, staff members directly impacted by the decisions are included in the decision-making process, where practicable.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Financial reports are provided to all relevant stakeholders in the organization on a timely basis.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Staff are given clear guidelines and empowered to make spending decisions on individual expense items that are within their span of budgetary control.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Fiscal Staffing</b>				
10. When adding staff to the finance team, racial diversity and equity are explicit goals in the hiring process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. A clear performance management system is in place for members of the finance team. This system is transparent, documented, and structured to minimize bias in decisions regarding raises and promotions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

# SELF-ASSESSMENT: EQUITY IN FINANCIAL MANAGEMENT



Question	Beginning	Intermediate	Established	How can we strengthen this area at our organization?
12. Opportunities and resources for professional development are distributed equitably among finance team members.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>Financial Operations</b>				
13. Fiscal policies and procedures are documented, transparent, and applied consistently and equitably across the organization.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
14. The expense reimbursement process for staff is structured to ensure that staff members are not inequitably burdened by carrying out-of-pocket costs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
15. When hiring vendors, racial diversity and equity are considered as part of the competitive bidding process.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	