



# **Tool for Organizational Self-Assessment Related to Racial Equity**

## **Self-Assessment Questions**

**Marin Promise Partnership**

With special thanks to:  
All Hands Raised, Portland



### TIPS FOR GETTING THE MOST FROM THE SELF-ASSESSMENT PROCESS

- Put together a team of people you want to review these questions with. Ideally, you work with 2-6 people. Some organizations choose to work with their leadership team while others look for a multi-level team.
- Pass out these questions to your team. **Ask each person to fill out the questions themselves independently.** Be sure they include any thoughts/reflections/notes in the margins for later review and discussion with Juliet.
- Once each person considers their own answers, you will get together (via Zoom, GoogleHangouts, etc) to collectively agree on your answers and the rating for each category.
- After you've reached a consensus, **ONE person** should [complete the online assessment](#) with the agreed-upon responses so that your organization has a single score for each answer and a single rating for each rubric.



## The Questions

*Directions: Please answer the questions below. Put a “Y,” “N” or “?” in the blank to indicate yes, no, I don’t know. Then, place yourself on the rubric below for that **category** (in bold) by circling the number (ex: 1, 2, 3, 4). Your answer on the rubric should consider each question within that **category** and assess your overall sense of where you are. Some categories only have one question, while others have several to consider.*

### **Organizational Commitment, Leadership & Governance (answer Y, N, ?)**

1. \_\_\_ Has your organization made a public commitment to racial equity?
2. \_\_\_ Does your organization have a mission statement that incorporates racial equity? (vision statement).
3. \_\_\_ Does your organization have an internal structure whose goal is to address issues of racial equity, for example an equity committee?
4. \_\_\_ Do you collect the racial, ethnic and linguistic makeup of your board?

**Now place yourself on the rubric based on the questions above relating to the category (i.e. Organizational Commitment, Leadership & Governance):**

Haven’t started work in this area yet  <b>1</b>	Plans are currently being put into place  <b>1.5</b>	Plans exist to use in planning and implementation  <b>2</b>	Plans exist and are being used  <b>2.5</b>	This is in place & we have evidence of its use  <b>3</b>	This is in place and starting to become part of our routine  <b>3.5</b>	This is part of our routine, and we model it for others  <b>4</b>
---	--	---	--	--	---	---

### **Racial Equity Policies & Implementation Practices (answer Y, N, ?)**

5. \_\_\_ Does your organization have a racial equity policy?
6. \_\_\_ Does your organization have a written racial equity plan with clear actions, timelines, people responsible for each action, indicators of progress and processes for monitoring and evaluation?

**Now place yourself on the rubric based on the questions above:**

Haven’t started work in this area yet  <b>1</b>	Plans are currently being put into place  <b>1.5</b>	Plans exist to use in planning and implementation  <b>2</b>	Plans exist and are being used  <b>2.5</b>	This is in place & we have evidence of its use  <b>3</b>	This is in place and starting to become part of our routine  <b>3.5</b>	This is part of our routine, and we model it for others  <b>4</b>
---	--	---	--	--	---	---



## Organizational Climate, Culture & Communications (answer Y, N, ?)

7.\_\_\_\_\_Does your organization visibly post materials in languages other than English?

Now place yourself on the rubric based on the question above

Haven't started work in this area yet	Plans are currently being put into place	Plans exist to use in planning and implementation	Plans exist and are being used	This is in place & we have evidence of its use	This is in place and starting to become part of our routine	This is part of our routine, and we model it for others
<b>1</b>	<b>1.5</b>	<b>2</b>	<b>2.5</b>	<b>3</b>	<b>3.5</b>	<b>4</b>

## Service-Based Equity (answer Y, N, ?)

8.\_\_\_\_\_Do you collect racial, ethnic and linguistic data on your clients or constituents?

9.\_\_\_\_\_Do you provide language interpreter/translator services for people who speak languages other than English?

Now place yourself on the rubric based on the questions above:

Haven't started work in this area yet	Plans are currently being put into place	Plans exist to use in planning and implementation	Plans exist and are being used	This is in place & we have evidence of its use	This is in place and starting to become part of our routine	This is part of our routine, and we model it for others
<b>1</b>	<b>1.5</b>	<b>2</b>	<b>2.5</b>	<b>3</b>	<b>3.5</b>	<b>4</b>

## Service-User Voice & Influence (answer Y, N, ?)

10.\_\_\_\_\_ Do you collect data on service-user or constituent satisfaction with your organization regarding racial equity?

Now place yourself on the rubric based on the question above:

Haven't started work in this area yet	Plans are currently being put into place	Plans exist to use in planning and implementation	Plans exist and are being used	This is in place & we have evidence of its use	This is in place and starting to become part of our routine	This is part of our routine, and we model it for others
<b>1</b>	<b>1.5</b>	<b>2</b>	<b>2.5</b>	<b>3</b>	<b>3.5</b>	<b>4</b>



## Workforce Composition & Quality (answer Y, N, ?)

- 11.\_\_\_\_ Do you collect the racial, ethnic and linguistic makeup of your workforce?  
 12.\_\_\_\_ Does your organization have written procedures to increase the recruitment, retention and promotion of people of color?  
 13.\_\_\_\_ Does your organization have an internal structure or position dedicated to promoting workforce diversity?  
 14.\_\_\_\_ Are racial equity and cultural competency training and capacity building made available to your workforce?

Now place yourself on the rubric based on the questions above:

Haven't started work in this area yet  <b>1</b>	Plans are currently being put into place  <b>1.5</b>	Plans exist to use in planning and implementation  <b>2</b>	Plans exist and are being used  <b>2.5</b>	This is in place & we have evidence of its use  <b>3</b>	This is in place and starting to become part of our routine  <b>3.5</b>	This is part of our routine, and we model it for others  <b>4</b>
---	--	---	--	--	---	---

## Community Collaboration (answer Y, N, ?)

- 15.\_\_\_\_ Does your organization have formal partnerships with organizations of color?  
 16.\_\_\_\_ Does your organization allocate resources for engagement and outreach in communities of color?

Now place yourself on the rubric based on the questions above:

Haven't started work in this area yet  <b>1</b>	Plans are currently being put into place  <b>1.5</b>	Plans exist to use in planning and implementation  <b>2</b>	Plans exist and are being used  <b>2.5</b>	This is in place & we have evidence of its use  <b>3</b>	This is in place and starting to become part of our routine  <b>3.5</b>	This is part of our routine, and we model it for others  <b>4</b>
---	--	---	--	--	---	---



### Resource Allocation & Contracting Practices (answer Y, N, ?)

17.\_\_\_\_ Does your organization have a minority, women & emerging small business policy to contract with these groups?

18.\_\_\_\_ Does your organization routinely collect data on Minority, Women, & Small Business utilization?

Now place yourself on the rubric based on the questions above:

Haven't started work in this area yet	Plans are currently being put into place	Plans exist to use in planning and implementation	Plans exist and are being used	This is in place & we have evidence of its use	This is in place and starting to become part of our routine	This is part of our routine, and we model it for others
<b>1</b>	<b>1.5</b>	<b>2</b>	<b>2.5</b>	<b>3</b>	<b>3.5</b>	<b>4</b>

### Data, Metrics & Continuous Quality Improvement (answer Y, N, ?)

19.\_\_\_\_ Does your organization have a written policy or formal practice regarding the collection of race and ethnicity data?

20.\_\_\_\_ Does your organization meet regularly with leaders from communities of color specifically to discuss racial equity within your organization?

Now place yourself on the rubric based on the questions above:

Haven't started work in this area yet	Plans are currently being put into place	Plans exist to use in planning and implementation	Plans exist and are being used	This is in place & we have evidence of its use	This is in place and starting to become part of our routine	This is part of our routine, and we model it for others
<b>1</b>	<b>1.5</b>	<b>2</b>	<b>2.5</b>	<b>3</b>	<b>3.5</b>	<b>4</b>

Thank you for your time. This marks the end of the assessment.