DEIJ Self-Assessment Tool

The Diversity, Equity, Inclusion, and Justice (DEIJ) Self-Assessment Tool helps assess where an organization is on its DEIJ journey and to identify potential areas for future work. This self-assessment tool is based on the [Meyer's DEI Spectrum Tool](#).

The tool describes organizational components at different points along the DEIJ continuum for twelve different dimensions of DEIJ work:

- DEIJ Vision
- Diversity
- Commitment
- Data
- Leadership
- Community
- Policies
- Decisions
- Accountability
- Training
- Inclusion

DEIJ is a complex process, and every organization's DEIJ journey is unique.

The scale focuses on five points along the DEIJ continuum – "Not Yet Started," "Ready to Start," "Launched," "Well on the Way," and "Exemplary/Leading" – but few organizations' DEIJ experiences will fit neatly into these stages.

The descriptions of organizational characteristics at each point in the process are intended to serve as guideposts rather than   fixed stages. We are happy to work with you on any questions or concerns you may have with this new application requirement and will only share responses internally with ECO staff and your specific organization. There is a box in each row for you to provide examples or notes to help us and yourselves better understand your assessment. Users are encouraged to keep note of where they are along the DEIJ journey.

DEIJ Component	Not Yet Started	Ready to Start	Launched	Well on the Way	Exemplary/Leading
DEIJ Vision	Does not see DEIJ as relevant to its work	Recognizes the importance of DEIJ to its work and is contemplating its next steps	Recognizes the importance of DEIJ to its work and is in the process of developing a shared DEIJ vision	Has developed a shared DEIJ vision and is working to align the organization's programs and operations with this vision	Has integrated DEIJ in organizational mission and vision statements which are actively being used to guide the organization's programs and operations
Commitment	Does not have an interest in advancing its DEIJ work	Is interested in advancing its DEIJ work and is considering how to do so	Is interested in advancing its DEIJ work and has put some strategies or actions in motion	Is actively engaged in advancing its DEIJ work	A commitment to DEIJ is fully institutionalized throughout the organization both internally and externally
Leadership	Members of management and staff have not taken leadership on DEIJ issues	A few members of management and staff are leading the DEIJ discussion	A DEIJ point person or team is leading the organization's DEIJ work	All levels of management and staff are taking leadership on DEIJ issues	Organization is a DEIJ leader and is helping to build the field and best practices; leadership demonstrates accountability to clients, constituents, stakeholders

Policies	Does not have any DEIJ-related organizational policies and discussions (beyond non-discrimination policies)	Does not have, but is interested in developing DEIJ-related organizational policies and discussions (beyond non-discrimination policies)	May have some DEIJ-related language in some of its organizational policies, some internal DEIJ discussion, but lacking organizational integration.	Has DEIJ policies and/or an organizational DEIJ plan, including (/in addition to) internal committees, affinity groups, or other formal DEIJ structures but may be unclear about how to operationalize it	Has DEIJ policies and an organizational DEIJ plan with clear goals, strategies and indicators of progress, structural integration of DEIJ issues into culture and operations.
Training	Has not done any training related to DEIJ	Is contemplating doing organizational DEIJ training; individual staff may have done some initial training	Some staff or board have participated in DEIJ-related training	All management, staff and board are involved in DEIJ training and capacity building	Fosters ongoing DEIJ training, growth and leadership among management, staff and board in line with an equity plan/strategy; staff are held accountable to DEIJ-related practices

Diversity	Doesn't see diversification of staff and AmeriCorps members as a priority; may be paralyzed by the perceived challenges or view it as unattainable	Has had initial discussions about and values the idea of diversifying its staff and AmeriCorps members.	Beginning attempts to diversify its staff and AmeriCorps members but may not know how to do it effectively or have strategies and systems in place; may not result in growing diversity	Actively works to increase diversity of staff and AmeriCorps members, resulting in growing diversity; has begun to identify and institute effective retention strategies for diverse staff	Has policies and strategies for strengthening and maintaining organizational diversity; staff and AmeriCorps members represent the diversity of the community it serves; effective retention strategies are implemented
Data	Does not collect or utilize demographic data in its programmatic or operational work	Does not collect or utilize demographic data in its programmatic or operational work, but views this as a future goal	Collects or utilizes some demographic data in its programmatic or operational work, but not in a systematic or comprehensive way	Collects and disaggregates comprehensive demographic data in its programmatic and Operational work but may not know what to do with the information	Routinely collects, disaggregates and analyzes demographic data for all programmatic and operational work; uses the information in planning and decision-making
Community	Doesn't express interest in building stronger partnerships with communities facing disparities; may see it as	Values the idea of building partnerships with communities facing disparities, but may not know how or have relation	Is beginning to build partnerships with communities facing disparities, but has not yet established accountability to and meaningful	Actively works to build partnerships and trust with communities facing disparities; working to understand how to provide value	Has strong, mutually beneficial, accountable and equitable partnerships with diverse organizations and leaders from

	unrealistic or unimportant to the organization's mission	ships to draw upon	partnerships with these communities; may approach it in a tokenistic way	and support to these communities	communities facing disparities
Decisions & Actions	DEIJ considerations do not actively factor into decision-making	Interested in factoring DEIJ considerations into decision-making, but may view it as an option or an add-on to core decision-making considerations	Decisions are occasionally influenced by DEIJ considerations in an ad hoc way	Decisions regarding organizational policies, practices and resource allocation are informed by DEIJ considerations	Decisions regarding organizational policies, practices and resource allocation are systematically guided by DEIJ considerations
Accountability	DEIJ-related metrics are not included in evaluations of staff or programs or in organizational accountability mechanisms	May recognize the value of including DEIJ-related metrics in evaluations of staff or programs or in organizational accountability	Is preparing to include or is currently including DEIJ-related metrics in a few aspects of the organization, such as staff and/or board representation or evaluations	Some of the organization's standard evaluation and accountability mechanisms include DEIJ-related metrics	All evaluation and accountability mechanisms for the organization, its projects, programs, management, staff and board include specific DEIJ-related

		mechanisms, but has not made any plans to do so	of specific projects		metrics

Inclusion	No explicit effort is made to create an inclusive atmosphere for staff and AmeriCorps members from communities facing disparities	Values the idea of being an inclusive organization but tries to achieve this by encouraging staff and AmeriCorps members from communities facing disparities to participate in the dominant culture	There is an appreciation of the voice and perspective of staff and AmeriCorps members from communities facing disparities, particularly in relation to the organization's DEIJ work, but they are still expected to conform to the dominant culture	The voice of staff and AmeriCorps members from communities facing disparities is valued and is integrated into aspects of the organization; the organization is in transition from a dominant culture to an inclusive/multicultural culture	All staff and AmeriCorps members feel valued and all aspects of the organization reflect the voice, contributions and interests of a multicultural constituency; the organization has transitioned to an inclusive/multicultural culture and has created systems, policies and practices to maintain this culture