



## **Diversity, Equity, and Inclusion *Resource Snapshot Guide***

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### **Introduction and Welcome**

This work is about you, your impact, and your ability to influence and impact your organization's culture as an Administration on Disabilities (AoD) grantee to promote a diverse, equitable, and inclusive workplace for individuals with disabilities. As we support individuals with disabilities to obtain and maintain competitive, integrated employment, an important element of ensuring an appropriate job match is to incorporate the key ingredients of diversity, equity and inclusion.

The information presented in this tool will serve as a resource guide as you build on your organization's vision for Diversity, Equity, and Inclusion (DEI). This tool is designed to guide you through your planning process by presenting examples, suggestions, and strategies to assist you in strengthening capacity building in linking equity in combination with a focus on inclusion of people with disabilities. This is not an exhaustive list nor a 'how to' document. Please consider this as a primer as you begin the brainstorming process on how DEI can look in your organization.

### ***Instructions on How to Use This Tool***

This tool contains live links. Please right-click on blue highlighted/underlined text to access the source document which will open in a new browser window.

Browse through the topics and the examples provided to assist you to brainstorm thoughts and ideas for your organization's DEI framework. Take notes, have discussions, and be curious about the process.

Refer to the Disability Employment Technical Assistance Center ([DETAC](#)) for resources, technical assistance, collaboration, and support. To provide feedback and/or request formal Technical Assistance about this work, submit a request in the [Technical Assistance portal](#).

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## Actions to Consider When Building your Diversity, Equity, and Inclusion Framework

There is no template for building a DEI framework for your organization. No two organizations are the same and the framework that you will create will need to be just as unique. Yet, there are some action steps that you should consider when beginning to build your organization's framework.

- Train internal staff, partner with another organization, or hire an equity consultant;
- Develop a DEI Statement;
- Examine your website and other public and internal communication and strategic planning processes;
- Develop a talent on-boarding process centered on an equity framework;
- Integrate DEI strategies into your on-boarding and core training; and
- Cultivate collaboration through community listening sessions.

## Working Terminology

Navigating content discussions on DEI is continually evolving and can be challenging. Language and terminology changes with context and subtext. Culture-inclusive language acknowledges diversity and demonstrates respect to people and communities.

The resources below provide culture-inclusive language sources by including a glossary of key terms related to equity as well as some context and subtext for greater understanding.

- [The Language of Inclusion](#) - 4<sup>th</sup> Edition, James E. Wright, PHR, SHRM-CP, CDR: "This [glossary](#) provides your organization with a vocabulary that expands the knowledge and the comfort level of all employees when engaging in dialogue about Diversity, Equity, Inclusion, and Belonging in the workplace."

## Intersectionality

Three key terms that appear in DEI conversations are: Ableism, Racial Equity, and Intersectionality. Here are three articles which highlight the impact of the intersectionality of Ableism and Race.

- [Race and Ableism | American Association of People with Disabilities](#) (AAPD)
- [Intersections Between Racism and Ableism | Disability & Philanthropy Forum](#)
- [Race, Ethnicity and Disability: The Financial Impact of Systemic Inequality and Intersectionality | The National Disability Institute](#), August 2020

## Acknowledgement of Indigenous People of the Land

Land acknowledgement shows respect and honors the Indigenous Peoples of the land where we work and live. Like other racially marginalized groups, the true narrative of Indigenous history has not been recognized. It is a simple way of acknowledging the erasure of Indigenous history and sharing the truth.

- [Honor Native Land: A Guide and Call to Acknowledgment](#)
- [How to Make a Land Acknowledgment](#)



## Federal Response to Racial Equity

This Executive Order released by the White House in January 2021 focuses on increasing opportunities to advance racial equity for traditionally marginalized and underserved populations in America.

- [Executive Order On Advancing Racial Equity and Support for Underserved Communities Through the Federal Government](#)

### *White House Initiatives on Racial Equity*

Additional Executive Orders were released by the White House to advance equity and increase opportunities for marginalized communities across the country.

- [President Biden Harris Administration Establishes the White House Initiative on Asian Americans, Native Americans, Native Hawaiians, and Pacific Islanders \(5.28.21\)](#)
- [The Biden-Harris Administration Advances Equity and Opportunity for Latino Communities Across the Country \(10.14.21\)](#)
- [Executive Order on the White House Initiative on Advancing Education Equity, Excellence and Economic Opportunity for Native Americans and Strengthening Tribal Colleges and Universities \(10.21.21\)](#)
- [Fact Sheet: The Biden-Harris Administration Advances Equity and Opportunity for Black People and Communities Across the Country \(2.28.22\)](#)

## National and Community Approaches to Racial Equity<sup>1</sup>

### *Community-Based Advocacy Programs Centered on Social Justice and Racial Equity*

Becoming an organization centered on equity is a journey. Relationships must be developed and enhanced to gain greater understanding and become more culturally responsive. The following resources are designed for community-based advocacy programs centered on social justice and racial equity.

**National Racial Equity Initiative for Social Justice:** The National Racial Equity Initiative's (NREI) mission is to combat systemic injustice and advance racial equity, human rights, education, and community/economic development opportunities for the Black community.

**10 Organizations that Support Racial Equality:** Whether you are looking to volunteer, donate money, or you are interested in more information about how to get involved, it is important to find an organization that you believe in. When you pitch in and help one of them, you can help make a big difference in society.

**11 Hispanic and Latino Organizations Everyone Should Know:** Organizations like the ones on this list are leading the way across issue areas, from advocacy and education to healthcare and social services.

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<sup>1</sup> Mission statements were copied directly from each organization's website.



**Native American and Indigenous Peoples FAQs:** To learn more about Native American and Indigenous Affairs, we have put together some frequently asked questions.

**Community Foundation for Monterey County:** The Community Foundation for Monterey County has diversity, equity, and inclusion as core values. The Center for Nonprofit Excellence has compiled these resources to aid nonprofits and individuals in learning and taking action. Please consider looking into additional local or county entities to further build upon your DEI initiative.

**Race Forward:** Race Forward catalyzes movement building for racial justice. In partnership with communities, organizations, and sectors, we build strategies to advance racial justice in our policies, institutions, and culture.

**Disability Employment Technical Assistance Center (DETAC):** DETAC provides evidence-based training and technical assistance to the AoD grantees aimed at improving competitive, integrated employment (CIE) and economic outcomes for individuals with disabilities across the nation.

**Association of University Centers on Disabilities Equity, Diversity, and Inclusion Hub:** The hub provides resources, examples, and action steps that can enhance DEI and cultural humility and awareness.

**The National Center for Cultural Competency (NCCC):** The mission of the NCCC is to increase the capacity of health care and mental health care programs to design, implement, and evaluate culturally and linguistically competent service delivery systems to address growing diversity, persistent disparities, and to promote health and mental health equity.

## **Funding Resources for Diversity, Equity, and Inclusion Initiatives<sup>2</sup>**

### ***Organizational resources, grants, training, and philanthropic resources for Diversity, Equity, and Inclusion initiatives.***

Finances can be a barrier to establishing your organization's equity framework and to acting toward the goals identified. Here are some resources to consider for grants, training, and philanthropic opportunities that may help to fund your DEI initiatives.

**Hewlett Foundation:** Since 2004, the Hewlett Foundation has supported existing grantees with organizational effectiveness grants to help strengthen the internal capacity of nonprofit organizations to become high-performing organizations that are healthy, sustainable, and successful.

**Burton D. Morgan Foundation:** Burton D. Morgan Foundation has long been a believer in the transformative power of racial equity training to help people from diverse backgrounds come together and build shared understanding of the entrenched systems that contribute to structural racism.

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<sup>2</sup> Funding resource descriptions were copied directly from each organization's website.



**FIRST: First Equity, Diversity, and Inclusion Initiatives and Grants:** A vital part of our [strategic intent is to serve an inclusive and diverse audience](#), reflecting the population of the communities we serve. FIRST® is actively engaged in developing strategies, collaborations, grants, and initiatives that remove barriers and ensure greater access to FIRST programs so that all youth can participate.

**Borealis Philanthropy:** Borealis Philanthropy directs resources to people building powerful, thriving communities that serve all of us, with those most impacted by injustice leading the way. We invest in leaders, organizations, and movements using diverse and innovative strategies to pursue transformational change, and we work with donors to support movements in ways they may not be able to do on their own.

**National Disability Resource List:** National organizations and services focused on the inclusion, independence, and advocacy for people with disabilities.

### **Examples of Diversity, Equity, and Inclusion in the Workplace<sup>3</sup>**

***National to Local Diversity, Equity, and Inclusion frameworks. Examples of equity statements, web presence, and strategy frameworks. We suggest tapping into other resources based upon geographic location/area of service delivery.***

Envisioning the future possibilities for your organization’s DEI initiatives may be challenging. It is often easier to propose a concrete strategy by knowing what other organizations have successfully accomplished. Here are some examples for you to explore.

**Boeing:** Creating the world’s most innovative aerospace products and services requires a diverse and inclusive global team. We know that every teammate brings something uniquely valuable to Boeing, and that we can make the world better, together.

**Facebook:** Communities bring the world closer together. They transcend borders, overcoming obstacles to unite neighbors, friends, and families. People from all backgrounds—with diverse experiences, perspectives, and ideas—rely on Facebook to build community. Building a diverse team where everyone belongs is crucial to understanding where we are succeeding and where we need to do better.

**Microsoft:** Our mission is deeply inclusive: empower every person and every organization on the planet to achieve more. We expect each of us—no matter what our level, role or function is—to play an active role in creating environments where people of a diverse range of backgrounds are excited to bring all of who they are and do their best work.

**Equity and Social Justice (ESJ) Strategic Plan:** Workforce Equity supports, informs, and provides guidance on the county's Equity and Social Justice (ESJ) Strategic Plan. The Plan is a blueprint for action and change that will guide our pro-equity policy direction, our decision-making, planning, operations and services, and our workplace practices in order to advance equity and social justice within County government and in partnership with communities.

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<sup>3</sup> Diversity, equity, and inclusion frameworks were copied directly from each organization’s website.



**[Puget Sound Educational Service District-Racial Equity Policy \(Education\)](#)**: The Puget Sound Educational Service District’s Racial Equity Policy was developed to promote racial, cultural, and socioeconomic equity and social justice in the school system. The policy formalizes the district’s commitment to supporting its partner districts to eliminate opportunity gaps and achieve and sustain racial equity in education.

**[The Arc of King County \(Disability Advocacy/Local\)](#)**: Educational resources on ableism, and disability justice.

## Media Resources

A commitment to DEI extends to ensuring that the media and resources you share are accessible and honoring of people with disabilities and intersectionality.

- [Diversity, Equity, and Inclusion Reading List](#)
- [Best 14 Diversity and Inclusion Podcasts](#)

## Accessibility Resources<sup>4</sup>

There are many factors in creating accessible information for people with disabilities. Here are some resources to help inform and guide your process.

**[Language Access Plan](#)**: A language access plan is a document that spells out how to provide services to individuals who are non-English speaking or have limited English proficiency. Language access plans should be tailored to individual organizations, but may include similar sections, such as a needs assessment, language services offered, notices, training for staff, and evaluation.

**[Hearing, Speech & Deaf Center](#)**: Hearing, Speech & Deaf Center (HSDC) commits to implementing anti-racist and anti-audist practices based on recommendations from the HSDC Equity Team. They understand the work for Racial & Social Justice is never done and there are always opportunities to do more.

**[Linguabee](#)**: An all-in-one interpretation and translation service platform that makes your daily lives easier with a simple platform and expert support.

**[Alternative Communication Services \(ACS\)](#)**: Live captions, post captions, and ASL (American Sign Language) Interpreting. provides English transcription in Zoom, Stream text and other platforms. You can also do Communication Access Realtime Translation (CART) in various languages.

**[Streamtext](#)**: We provide the link to reliable accessibility solutions for the deaf and hard of hearing. Real Time Captioning that includes accessibility. Usually used with a third-party CART Transcriptionist but does offer automatic captioning.

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<sup>4</sup> Accessibility resource descriptions were copied directly from each organization’s website.



## Summary and Next Steps

Today is a momentous day to get started! DEI conversations are robust, uncomfortable, and often evolving but also very necessary. We as a community of people centered on inclusion and independence have an opportunity and responsibility to cultivate capacity for equity in our communities.

The information presented in this document is a small snapshot of what needs to be researched, learned, and discussed to help you get you started. In doing the important work of DEI, you will uncover many more resources along the way. When you do, please share them. There are many elements to consider in your journey to supporting your grantee organization to promote a diverse, equitable, and inclusive workplace for individuals with disabilities through policy and programming.

The call to action for you is to consider how you feel, what you think, and what you want to do next. Please take a moment to reflect, think and respond to the following questions.

- What is the organization's Equity Vision?
- What tools and resources are available now to assist in the development of an Equity Framework?
- What requires additional training, resources, or funding to create an Equity Framework?

**Next Steps:** Go back to page 2 and walk your organization through each step.

