

What is it

A tool for assessing the degree of an organization's engagement with LGBTQ equality¹.

What it can do

This tool can assist you to:

- Identify gaps and opportunities in strengthening an organization's commitment to LGBTQ equality
- Deepen the understanding and skills of staff, leadership and membership around LGBTQ inclusion

When to Use It

- When engaging an organization and its members in strengthening their understanding and work in LGBTQ equality
- To create beginning benchmarks and track progress in deepening their gender equity agenda
- Only when top leadership in the organization is committed to follow-up on the results of the assessment

How it works

Step 1

Each person on the team fills out the assessment individually.

or

Break into groups to collectively answer the questions.

Each question is ranked either:

- **Red Light:** organization has not gone there
- **Yellow light:** organization has started conversations about this or taken some first steps
- **Green light:** organization is fully on board and has completed this action

Step 2

Debrief as a team.

- In what areas is the organization strong?
 - In which areas does the organization need to do more work?
 - Are there areas that the organization needs to begin with?
What steps come first?
- Use the results to help identify organizational priorities for change.

LGBTQ INCLUSION ASSESSMENT

A tool created by the Western States Center

Tools for
Transformation

Directions: For each question, choose one of the following:

- Red Light: Organization has not gone there
- Yellow Light: Organization has started conversations about this or taken some first steps
- Green Light: Organization is fully on board and has completed this action

	RED LIGHT	YELLOW LIGHT	GREEN LIGHT
PROGRAM			
1) Does your organization talk about LGBTQ issues in general?			
2) Does your organization talk about its issues in ways that include potential LGBTQ constituents, and how they are disproportionately impacted by the issues you work on?			
3) Do you identify programmatic goals that reflect the ways you seek your work to impact LGBTQ members and constituents?			
4) Does your organization advocate for the inclusion of LGBTQ issues when working in coalition or partnership with other groups?			
5) Is the cultural experience of LGBTQ people in your community acknowledged and integrated into your program work?			
POWER			
1) Is your organization accountable to and seek leadership from LGBTQ individuals and/or organizations within your own community?			
2) Does your organization have openly LGBTQ board members?			
3) Are there institutionalized ways that you support and build up the capacity and leadership of your LGBTQ staff, members and board members?			
4) Does your organization's budget reflect its commitment to this work? Is your organization dedicating financial resources (via program and staff time) to this work?			

	RED LIGHT	YELLOW LIGHT	GREEN LIGHT
POLICIES			
1) Does your organization have anti-discrimination policies that explicitly prohibit harassment of LGBTQ members of the organization?			
2) Is family defined in ways which support LGBTQ families in personnel policies (i.e. being able to care for a same sex partner as part of sick leave)?			
3) Does the employee benefits package incorporate the needs of LGBTQ staff members (i.e. domestic partner benefits and insurance, transgender health care coverage)?			
4) Does your organization have gender accessible bathrooms?			
PEOPLE			
1) Is gender identity and sexual orientation part of the diversity that your organization seeks among its staff, leadership and members?			
2) Does your organization have openly LGBTQ identified staff members of color?			
3) Are staff and key leaders trained to address issues of homophobia and gender oppression as they arise in work with members?			
4) Are there regular trainings and discussions at the member, staff and board level about dismantling homophobia and gender oppression?			
5) Are staff, members and Board members evaluated and given feedback on how skilled they are in responding to gender oppression and advancing LGBTQ equality, especially as they connect with programmatic goals?			
CULTURE			
1) Does the organization have LGBTQ identified members of color that are public about their sexual orientation or gender identity?			
2) Are ceremonies and cultural events mindful of LGBTQ people of color?			
3) Do people in leadership positions participate in and support discussion of power and oppression issues, especially around LGBTQ issues?			
4) Are the families and experiences of LGBTQ members and constituents reflected, affirmed and welcomed in the ways your organization come together as a community?			

ⁱ Used with permission of the Western States Center. The Organizational Assessment Tool was developed by the Gender Justice Program at Western States Center. It builds on a tool developed by South Asian Network, Q-Team, Vote for Equality (a project of the LA LGBTQ Center), and the UCLA Downtown Labor Center, as well as materials from Changeworks.