The primary ongoing activity of the DEI Team is to research and identify next steps to hire a grant writer. Earlier in the year the DEI Team was provided funding to be used to enhance the organizations DEI work. The DEI Team planned to use the funds to hire a facilitator to lead a DEI staff training. After outreach and publication of an RFA, the team recognized that the funding was not enough to cover a full staff training. The team is currently pivoting the initial scope and are conducting research for a grants writer to assist us in the search for more funds to cover a staff wide training.

The DEI Team recently completed their second Bi-Annual staff call, introducing and training the staff on the EPA’s EJ Screen tool. The team also updated the Alliance’s current job description with the DEI statement and more inclusive wording.

Lastly, we are very proud of the diverse group of Taste Award recipients. Kudos to the staff, management, and board for recognizing their work and lifting up our most deserved partners.

Below is a graph of the completed and ongoing DEI Team outputs in 2019. Additional information about our 2019 Outcomes and 2020 Goals can be found on the back of this page.

### DEI Team - 2019 Outputs

<table>
<thead>
<tr>
<th>Output</th>
<th>Description</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alliance 2019 DEI Briefing Memo</td>
<td>Reviews the current DEI work across the organization. Created in May 2019, has not been updated</td>
<td>Completed, May 2019</td>
</tr>
<tr>
<td>Bi-Annual Staff Calls</td>
<td>Host 2 staff calls each year with the purpose of educating the staff about DEI tools, efforts, and short training activities: May 2019 – Implicit Bias &amp; Toolkit October 2019 – EJ Screen</td>
<td>Completed, May &amp; Oct. 2019</td>
</tr>
<tr>
<td>DEI page</td>
<td>Webpage on the Alliance website dedicated to the Alliance’s DEI work</td>
<td>Completed, June, 2019</td>
</tr>
<tr>
<td>Forum Demographics Report &amp; Trends Analysis</td>
<td>Infographic and Analysis report based on the forum demographic survey results</td>
<td>Completed, Aug. 2019</td>
</tr>
<tr>
<td>Job Description Page</td>
<td>Edited the job description page to include the Alliance’s DEI Statement and more inclusive wording</td>
<td>Completed, Oct. 2019</td>
</tr>
<tr>
<td>Strategic Plan</td>
<td>Representatives from the DEI Team joined the Strategic Planning Committee to encourage recognition of the Alliance dedication of Inclusivity in the Strategic Plan</td>
<td>Completed, Sept. 2019</td>
</tr>
</tbody>
</table>
Google Folder DEI Toolkit

Continue to update, add to, and enhance our communal DEI Toolkit in the DEI Google Folder. Additions come from DEI Team, Conference resources, training resources, and online resource research. Ongoing

Monthly Staff Emails

An effort to educate the staff monthly about an important date, event, or celebration that month. Ongoing-monthly

Organizational Self-Assessment

Currently being filled out by the DEI Team to help us inform our action items for our 2020 DEI workplan. Ongoing

DEI Team Timeline

Creation of a working timeline for the DEI Team. Ongoing

Training Funding

- Received funding from the management and board for staff time and hosting a staff training.
- After outreach and publication of an RFA, the team recognized that the funding was not enough to cover a full staff training. The team is currently pivoting the initial scope and are conducting research for a grants writer to assist us in the search for more funds. Ongoing

2019 DEI Outcomes

- Increased understanding among staff about DEI topics
- Increased knowledge among staff of free and available DEI tools
- Increased understanding among DEI Team and management of the realistic costs of advanced DEI training and consulting

2020 DEI Team Goals

1. Ascertain representation on DEI Team from all Alliance Offices
2. Gain a better understanding of the DEI needs, gaps, opportunities in Alliance programmatic work
3. Review DEI needs, gaps, and opportunities in updated Alliance Personnel Manual
4. Update the DEI Team workplan with new goals and deadlines based on the self-assessment.
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