

OBJECTIVE #1 – Internal EDI Capacity

BGCC will increase its internal capacity, standardization and expectations in regards to EDI to ensure it is confident and capable of supporting external and federation-wide EDI initiatives.

KEY RESULTS	ACTIONS	TIME FRAME	COMPLETION
Review and development of HR policies and procedures and best practices to reflect EDI	Task A: Review current policies and procedures to ensure EDI lens throughout, make list of policies and create schedule for review.	January-December	Ongoing, currently working on Hiring policies and anti-discrimination/conflict resolution policies
	Task B: Identify key policies, procedures, and best practices to develop, prioritize and create schedule for development	January-February	Ongoing
	TASK C: Write, edit or sub-contract policies, procedures and best practices	March-December	
Provide BGC Canada staff with tools and training on EDI	TASK A: Identify the priorities for EDI training through staff survey, EDI committee, etc.	December-January	Staff survey completed, report being finalized
	TASK B: Share survey results with staff, identify key priorities and gaps	February	Report being finalized
	TASK C: Develop an annual schedule for EDI-specific training, identify training that should be done annually	February	Ongoing, is based on survey report
	TASK D: Develop training materials and/or find and hire external consultant to develop and implement training	February-September	
	TASK E: Include EDI knowledge benchmarks in Performance Reviews	October-December	

Implement the Indigenous Strategic Plan			
Equitable community relationships and communications on EDI	TASK A: Identify potential national partners serving marginalized and equity-seeking communities	January-August	Ongoing
	TASK B: Develop Annual communications plan on EDI subjects	January-April	
	TASK C: Write clear and accountability-driven statements of intent and action for our 4 main EDI pillars	September-December	
Facilitate dialogue and engagement	TASK A: Create an EDI Staff survey to gather information on trainings and workshops, policies and procedures, as well as data collection and current knowledge levels.	December-January	Survey has been completed, report being finalized.
	TASK B: Develop internal standards for brave spaces, personal accountability, and respectful dialogue	July-October	

OBJECTIVE #2 – Federation EDI Capacity

BGCC will increase its federation capacity, standardization and expectations in regard to EDI to ensure it is consistently applying and monitoring federation-wide EDI initiatives.

KEY RESULTS	ACTIONS	TIME FRAME	COMPLETION
EDI resource database and EDI e-learning modules	Task A: Meet with the consulting firm to get a better understanding of the database they are developing, identify gaps	January	Meeting has occurred, database gaps are being filled
	Task B: Find adequate resources to include in the database that supplements what is already there	January-December	Ongoing. Database gaps are being filled
	TASK C: Develop EDI-Specific e-learning resources geared towards front-line and senior-level staff	January-December	Ongoing, e-learning EDI modules skeletons have been developed for the first 40 hrs.
Review of the club Operational standards	TASK A: Create an EDI Federation survey to gather information on trainings and workshops, policies and procedures, as well as data collection and current knowledge levels.	February-March	Ongoing. Survey will be based on the National Team survey.
	TASK B: Implement Federation EDI Survey, host town halls and focus groups.	March-July	
	TASK C: Compile data from survey and focus group	August-September	
	TASK D: Based on report, identify areas in the Operational Standards that should be updated	October-November	
	TASK E: Develop conflict resolution standard policies and procedures for the whole federation	November	
	TASK F:	December	

	Implement Operational Standard changes		
Provide grants for EDI capacity building	TASK A: Identify potential funder and/or grants for EDI capacity building	February-September	Ongoing.
	TASK B: Identify and develop microgranting structure	October-November	
	TASK C: Create timeline for microgranting process (i.e. application, application review, implementation, reporting)	December	
Support and facilitate collaborative capacity of clubs with EDI-focused local organizations	TASK A: Identify key national umbrella organizations who can help facilitate connections at the local level	January-April	Ongoing. List of potential partners being compiled.
	TASK B: Develop MOU with key stakeholders to support the relationship development of our members at the local level.	May-September	
Create a “Club EDI Ambassador” Program with standardized presentation templates	TASK A: Create a taskforce comprised of club EDI specialists and others, schedule 2-3 meeting specifically to revise the Ambassador project.	January-October	Ongoing. A EDI Taskforce comprised of 11 BGC Club staff will meet to discuss this project.
	TASK B: Identify key priorities for workshop and training subjects through survey, focus groups, town halls, etc.	October	
	TASK C: Develop workshops in tandem with the e-learning modules. Part of the training would be in person, part would be online through e-learning.	November-December	

OBJECTIVE #3 – Accountability

BGCC will ensure all of its EDI commitments, processes and efforts are compiled and shared to not only the internal team and the federation, but to all public who wishes to review them.

KEY RESULTS	ACTIONS	TIME FRAME	
Mechanisms for Annual Review and Reporting	TASK A: Develop a yearly EDI-specific workplan with clearly defined outcomes	January	Completed
	TASK B: Publish the EDI workplan on the website (preferably a EDI-specific page), share on social media	February	Completed
	TASK C: Create a Schedule for internal reporting on milestones hit, follow reporting schedule	February-December	Ongoing.
	TASK D: Get input and plan new survey to prepare for 2023	August-September	
	TASK E: Prepare 2023 EDI workplan	October-December	
Institutional Disaggregated Data Collection	TASK A: Identify main data collection demographic targets	February	Ongoing.
	TASK B: Develop questions for key demographics, ensure that it is ethical	February	Ongoing.
	TASK C: Update data collection mediums with new questions.	March	
	TASK D: Develop policies and procedures to support ethical application of data collection	March-April	
	TASK E:	May-June	

	Develop training to support implementation, implement training		
	TASK F: Communicate data collection change, implement across all mediums.	June	
Standardized External Contractor and Funder Criteria	TASK A: Identify main values we want to see reflected in our financial partners	July	
	TASK B: Create checklist and internal policy to quickly veto potential funders or partners	August	