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Diversity Equity and Inclusion Policy
March 2021

Equity Policy Statement: Hunger Prevention Council is committed to giving voice to all, ensuring meaningful inclusion, working toward anti-racism, and treating everyone with dignity and respect. The board is accountable to inclusivity and collaborative leadership in all decisions regarding recruitment, membership, staffing, programming, policy, outreach and education.

1. The Hunger Prevention Council board is committed to creating conditions that advance equity and shared power. The board will do this in the following ways:
 - a. We will make equity a standing agenda item at an annual board workshop. The vice president will be responsible for an equity presentation to the board followed by board discussion and possible action. The vice president may arrange to bring in a speaker to give this presentation or may give the presentation themselves. The vice president will then present a summary of the presentation and discussion at the following meeting of the HPC.
 - b. The board will budget funds to support the annual retreat and the continuing education of the board.
 - c. The board recognizes that the organizational budget is a reflection of the values of the organization and will make budgetary decisions accordingly
 - d. The board will review all policies, procedures, and governance decisions with equity as a primary factor in decision making.
 - e. The board will encourage the participation of an advisory (non-voting) board member who has experienced food insecurity within the past five years.
 - i. To be eligible for this advisory position the individual must have made use of SNAP or WIC or used a food pantry 6 or more times.
 - ii. The board will allocate funds for the advisory member to receive a stipend for attending meetings. The amount budgeted will be \$50 per meeting.
2. Staffing:
 - a. All position postings will include a salary range and description of benefits.
 - b. We will respect the time and effort put in by applicants by making decisions and communicating with applicants in a timely manner.
 - c. Funds will be budgeted for staff continuing education.

- i. budgeted funds are pre-approved for equity and diversity education for staff. Funds may be used for registration fees for workshops or conferences or for purchase of materials such as books.
 - ii. budgeted funds may be used for other continuing education with approval by the executive director and a majority vote of the board. Possible uses include capacity building workshops and skill development in areas related to the position of the staff member.
 - d. We recognize that passion exploitation can damage marginalized staff's financial security and commit to giving a cost of living raise every year.
 - i. The board reserves the right to make changes to staff compensation in times of financial hardship. These options include but are not limited to cuts to base pay, furloughs, reduced hours, and lay-offs.
 - ii. The percentage of cost of living raise will be decided by the finance committee and figured into the annual budget.
 - iii. Cost of living raises will take effect on January 1st each year.
 - iv. The board may also consider merit increases at their discretion.
- 3. Fundraising:
 - a. We will support a fundraising model that centers the community we serve and benefit from.
 - b. We will not engage in exploitative story-telling for the purpose of fundraising or marketing of the organization.
 - c. We will develop and implement an equitable donation acceptance policy.
- 4. Pantry Management:
 - a. The Pierce County Food Pantry is a TEFAP outlet and all volunteers and staff are required to receive TEFAP civil rights training.
 - b. We will follow TEFAP guidelines regarding language barriers and accommodating the needs of people with disabilities.
 - c. Demeaning comments or jokes regarding people who use our services, volunteers, or staff will not be tolerated.
 - d. Volunteers will sign confidentiality agreements and protect the privacy of people using our services and participating in our programming.