

Thank you for joining us in this important work of advancing diversity, equity, inclusion, and belonging at KU. By planning efforts with others in your unit or program, we can work together to support KU students, faculty, and staff, and those we serve.

**Guidance:** We encourage you to use the reflection questions and recommended actions in the [KU Diversity, Equity, Inclusion and Belonging Toolbox](#); particularly the [Recommended Actions for Envisioning](#) and [Recommended Actions for Planning](#). For support developing specific goals and strategies, we encourage you to use the companion document, [Realizing Goals and Strategies for Advancing DEIB](#) (pdf).

**Overall Instructions:** Please complete the identifying information and the two tables that follow. Do so by engaging with key community members and stakeholders; that is, those interested in and responsible for advancing DEIB in your unit, program, or group.

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## Identifying Information

Date: \_\_\_\_\_ Contact Person/Email: \_\_\_\_\_

Name of your Unit/Program: \_\_\_\_\_

Community members/Stakeholders Engaged in Planning: \_\_\_\_\_

Shared Vision and Mission for DEIB: \_\_\_\_\_

- [See Guidance: [Recommended Actions for Envisioning](#) ]

Goals/Objectives for advancing Diversity, Equity, Inclusion, and Belonging in your unit: \_\_\_\_\_

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- [See Guidance: [Recommended Actions for Planning](#) ]
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## Table 1: SETTING DEIB GOALS AND STRATEGIES for your group or unit

**Instructions:** Working together with stakeholders, please complete Table 1 (below) to set DEIB goals and strategies for advancing DEIB in your group or unit. To do so, please:

- 1) Set **Specific Goals** for advancing DEIB (with attention to Priority Groups to Benefit); [See companion document, [Realizing Goals and Strategies for Advancing DEIB](#) (pdf); Consider: separate goals for advancing diversity, equity, inclusion, and belonging]; [See Guidance: [Recommended Actions for Envisioning](#) and [Recommended Actions for Planning](#)]
- 2) Identify **Factors** influencing attainment of the goal; [Consider: personal factors, environmental factors, social determinants of inequities]; [See Guidance: [Recommended Actions for Planning](#)]
- 3) Select **Recommended Strategies** for advancing the goal; [Consider: e.g., changing policies; strengthening services and supports; modifying access, barriers and opportunities; providing information and enhancing skills; Use asterisk (\*) to denote priority strategies] [See companion document, [Realizing Goals and Strategies for Advancing DEIB](#) (pdf)]; [See Guidance: [Recommended Actions for Planning](#)]

Specific Goal for Advancing DEIB/Priority Groups to Benefit	Factors Influencing Attainment of the Goal [Consider: personal factors, environmental factors, social determinants of inequities]	Recommended Strategies for Advancing Goals [Consider: e.g., changing policies; strengthening services and supports; modifying access, barriers and opportunities; providing information and enhancing skills]; Use asterisk (*) to denote priority strategies

**Table 2: DEVELOPING ACTION PLANS FOR EACH PRIORITY STRATEGY**

(copy and complete for each strategy)

**Guidance:** We encourage you to review this background piece on [Action Planning](#).

### Identifying Information

Date Action Plan Completed: \_\_\_\_\_

Name of your Unit/Program and Contact Person: \_\_\_\_\_

Community members/Stakeholders Engaged in Action Planning: \_\_\_\_\_

Specific DEIB Goal: \_\_\_\_\_

**Priority Strategy** (see Table 1): \_\_\_\_\_

**Instructions:** Working together with stakeholders, please complete Table 2 (below) to develop an action plan for implementing each priority strategy. To do so, please:

- 1) Indicate **WHAT will be done** (Key actions required to bring about change)
- 2) **BY WHOM** (Persons/units to implement the action)
- 3) **BY WHEN** (Date)
- 4) **COLLABORATION/ COMMUNICATION** (Who else needs to be involved or informed; partners and allies)
- 5) **RESOURCES NEEDED** (e.g., funding, time, in-kind support)

WHAT will be done	BY WHOM	BY WHEN	COLLABORATION/ COMMUNICATION	RESOURCES NEEDED