

# NONPROFIT LEADERSHIP INSTITUTE

## Workforce Development and Continuing Education

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### Using a Budget to Support Equity

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Nonprofit organizations spend significant time creating a budget each year. The Board and staff focus on what they project to receive in revenue and what they expect to spend. It should be a thoughtful process that gives your organization a roadmap that can help you see how you will use funding to accomplish your mission and what resources you will have available to operate. But, you can use your budget to help support your equity goals as well. Below are six ways to use the financial resources you have to implement action items that will reflect your organization's commitment to equity.



- Ensure that you are offering salaries that are competitive in your industry and community, and offer at least a living wage. This can help to reduce turnover, which is a costly activity when someone departs for a better job offer.
- As you advertise open positions include the salary so that job-seekers have more knowledge on whether to apply. Women and minorities often undercut themselves when asked for salary requirements. Being transparent is more equitable and allows the organization to stick within its budget and the job seeker to know the range of the position they apply for.
- Include reasonable benefits for your organization. You may not have a comprehensive package if you are a small organization, but it is important to plan for and add benefits as the organization grows. In early stages, include all 11 Federal holidays and paid time off for vacation or medical absence.
- Allow staff to use a small amount of paid time for networking, professional development, and community service. It is more equitable to also give all staff a half day off to vote, so the single parent doesn't have to go in the evening or the person on public transportation isn't as rushed.
- Include your team in identifying operating needs including upgraded internet, more supplies, or software that can make a person's job easier

Make sure you include all of your team, at every level of operation, in the budgeting process. Everyone is affected by a budget and should have a chance to voice what the priorities will be. This makes the process more transparent, allows for staff to learn about the process, and gets all voices involved.

