**INSTRUCTIONS:**

The Office of the Treasurer considers factors such as commitment to diversity, equity and inclusion and nexus to the State of Connecticut in considering proposals. Completed all questions in Sections I and II below, attaching supplemental pages as needed.

**Note regarding completion of Section II**: A completed Institutional Limited Partners Association due diligence questionnaire (the “ILPA DDQ”) Section 20 (Diversity, Equity and Inclusion section) may be submitted in lieu of completing the questions in Section II only (Section I is still required). The ILPA Diversity Metrics template (which is referenced in Section 20) is not required to be submitted as part of Section 20 of the ILPA DDQ. ILPA created the ILPA DDQ for private market firms. The form may be found at the following website: [Due Diligence Questionnaire and Diversity Metrics Template - ILPA](https://ilpa.org/due-diligence-questionnaire/).

**NAME OF COMPANY/FIRM (“RESPONDENT”):** Click or tap here to enter text.

**SECTION I**

1. If Respondent is a privately held firm, enter the **percentages** of equity ownership of Respondent in the table below. Note: enter percentages, not number of individuals. For definitions, refer to Attachment 1B – Employer Information Report, Instructions tab. Persons included in the Two + category should not be included in any other race/ethnicity category, to avoid double-counting.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | White | Black | Hispanic | Asian | Amer Ind | Two + | Total |
| Female | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Male | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text.  | Click or tap here to enter text. | Click or tap here to enter text. |
| Total | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

If Respondent (or its ultimate parent company) is publicly held, check here: [ ]

1. Diversity of Ownership beyond Gender and Race/Ethnicity. On supplemental pages, provide any additional information on the diversity of Respondent’s equity ownership not captured in the table above, such as number of individuals with majority interest, how economic interest aligns with control/voting power, ownership by persons who identify as LGBTQ+, nonbinary, persons with disabilities, veterans, prefer not to disclose, etc.
2. Diversity of Senior Leadership and Key Decision-makers. On supplemental pages, provide any additional information on diversity of individuals in senior leadership and key decision-makers (such as investment committee, if any) not captured in Attachment 1B – Employer Information Report, such as number of persons who identify as LGBQT+, persons with disabilities, veterans, etc.
3. Promotions of Women and Minorities. On supplemental pages, provide the **percentages** of promotions of key managers or senior officers in the past three years that are: (a) Women, (b) Black, (c) Hispanic, (d) Asian, (e) American Indian, and (f) Two or More Races, respectively (as defined in Attachment 1B – Employer Information Report). Persons included in the Two + category should not be included in any other race/ethnicity category, to avoid double-counting.
4. Respondent’s Diversity Metrics and Targets. On supplemental pages, describe Respondent’s measurable targets, if any, to increase the number of underrepresented, diverse persons in Respondent’s workforce, including targets by role (e.g., senior leadership, key decision-makers (such as investment committee, if any), managers, sales, professionals, etc.). Provide any context, as needed, for how Respondent approaches its metrics and targets.
5. Are you a signatory or member of any diversity-related industry commitments, or otherwise support/partner with any diversity-related industry organization (e.g., Corporate Call to Action- Coalition for Equity and Opportunity’s call to publicly disclose EEO-1 data, ILPA’s Diversity in Action commitment, PREA Foundation’s Institutional Investor Support Letter, Toigo Foundation, SEO, Management Leadership for Tomorrow).
6. Connecticut nexus. On supplemental pages, provide information on number of Respondent’s employees residing or working in the State of Connecticut, including whether such employees would perform services under the proposed contract. Also provide information on Respondent’s corporate citizenship actions that have benefited the State of Connecticut or its residents, particularly where such actions benefited persons from historically disadvantaged groups.

**SECTION II**

**The following questions expand on Respondent’s activities to advance diversity, equity and inclusion in Respondent’s workforce, supply base and industry.**

**If you are attaching Section 20 of the ILPA DDQ in lieu of completing the table below, check here:** [ ]

**Note: Respondents submitting Section 20 of the ILPA DDQ must still complete Section I above, but the ILPA Diversity Metrics Template (referenced in Section 20) is not required.**

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Question** | **Yes** | **No** |
| 1 | Does Respondent have a written diversity, equity and inclusion policy (or equivalent)? If so, please attach a copy. If Respondent has made any significant changes to such policy, describe the changes on supplemental pages. | Choose an item. | Choose an item. |
| 2 | Does Respondent have formal recruitment, retention, development/training and promotion programs or processes to include more underrepresented, diverse groups at all levels in Respondent’s workforce? If so, provide information for each program or process on supplemental pages. If not, explain why. | Choose an item. | Choose an item. |
| 3 | Does Respondent have formal policies or processes in place that address equitable pay? If so, provide information on supplemental pages. | Choose an item. | Choose an item. |
| 4 | Does Respondent provide formal training to address topics such as inclusive leadership, cultural competency, or unconscious bias? If so, provide information on supplemental pages and describe what impact, if any, the training has had. | Choose an item. | Choose an item. |
| 5 | Has Respondent contributed to improving diversity, equity and inclusion within its industry (e.g., donations, formal programs or partnerships with other organizations to promote, attract and retain underrepresented, diverse groups in Respondent’s industry)? If so, provide information on supplemental pages. | Choose an item. | Choose an item. |
| 6 | Do Respondent’s senior leadership and owner(s) personally and visibly demonstrate a commitment to expanding diversity, equity and inclusion in Respondent’s firm and industry? If so, please provide describe on supplemental pages. | Choose an item. | Choose an item. |
| 7 | Do you have a written supplier diversity program? Whether written or otherwise, provide information regarding Respondent’s supplier diversity efforts on supplemental pages. | Choose an item. | Choose an item. |
| 8 | Do you ask your vendors, suppliers and partners to disclose their EEO-1 data publicly? | Choose an item. | Choose an item. |
| 9 | Does Respondent have any other information that would demonstrate the firm’s commitment to expanding diversity in Respondent’s workforce not covered above? If so, provide information on supplemental pages. | Choose an item. | Choose an item. |