

Joint Standards and CFPB Standards for Assessing the Diversity Policies and Practices

OMB Control Number: 3170-0060

OMB Expiration Date: 10/31/2025

Nonsubstantive Change Request

**Justification for Nonsubstantive /No Material Request for**

**Joint Standards and CFPB Standards for Assessing the Diversity Policies and Practices (3170-0060)**

The Consumer Financial Protection Bureau requests that OMB approve nonsubstantive change request for the “Contractor Diversity Profile” form for use under OMB Control Number 3170-0060 (titled “Joint Standards and CFPB Standards for Assessing the Diversity Policies and Practices”).

This request adds a form version to information collection 3170-0060 from questions that were approved on 10/31/2022 (ICR Reference No. 202208-3170-002) in an Excel spreadsheet format. The format of the information collection instrument is the only aspect that is changing in this submission. The information collection’s questions remain completely unchanged.

See corresponding form numbers (in yellow) comparison to the Excel spreadsheet question fields:

Corresponding Form Number	Related Numbers	Questions	Yes	No	Activities that Support Program Success or Program Challenges
1.1		Please provide information about your organization.	Name of entity/address/period covered by assessment/date submitted		
1.2		Please list diversity and inclusion officer or equivalent:	Name, position, phone numbers and email for point of contact for entity		
1.3		Minority-Owned Business?	Yes/No		
1.3		Women-Owned Business?	Yes/No		
1.4		Please list your company's diversity and inclusion website URL:	Company's website or URL		
2.1		What are the numbers and percentages of women and minorities in the entity's total workforce for the period covered by this assessment?	Total workforce	Number & Percent of Women	Number & Percent of Minorities
2.1		What are the numbers and percentages of women and minorities in the entity's Executive/Senior Level Officials and Managers job category for the period covered by this assessment?	Total executive/senior level officials and managers	Number & Percent of Women	Number & Percent of Minorities
2.1		How many employees does the entity have across all sites?			
2.1		Number of Women	# in workforce		
2.1.1		Number of employees identifying as two or more races			
2.1.1		Number of Asian Americans	# in workforce		
2.1.1		Number of Black Americans	# in workforce		
2.1.1		Number of Hispanic Americans	# in workforce		
2.1.1		Number of Native Americans	# in workforce		
2.2		What are the numbers and percentages of women and minorities of the entity's Board of Directors for the period covered by this assessment?	Total board members	Number & Percent of Women	Number & Percent of Minorities
3.01		The entity ensures equal employment opportunities for all employees and applicants for employment and does not engage in unlawful employment discrimination based on gender, race, or ethnicity.			
3.02		The entity includes diversity and inclusion considerations in both employment and contracting as an important part of its strategic plan for recruiting and hiring, as well as for promotion and retention.			
3.03		The entity takes proactive steps to promote a diverse pool of candidates, including women and minorities, in its recruiting, hiring, promotion, and retention efforts, as well as in its selection of board members, senior management, and other senior leadership positions.			
3.04		The entity utilizes both quantitative and qualitative measurements to assess its workforce diversity and inclusion efforts. These efforts may be reflected, for example, in applicant tracking, hiring, promotions, separations (voluntary and involuntary), career development, and retention across all levels and occupations of the entity, including the executive and managerial ranks.			
3.05		The entity monitors and evaluates its performance under its diversity policies and practices on an ongoing basis.			
3.07		Does this entity have a diversity and/or EEO policy statement concerning inclusion of minorities and women in the workforce? Please explain your response and/or attach supporting documentation.			

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3.08	The entity conducts an assessment of its diversity policies and practices annually.			
3.09	The entity regularly conducts training and provides educational opportunities on equal employment opportunity and on diversity and inclusion.			
3.10	The entity holds management at all levels accountable for diversity and inclusion efforts, for example, by ensuring that such efforts align with business strategies and individual performance plans.			
3.11	The entity publishes information pertaining to its assessment of its diversity policies and practices.			
4.1	The entity publicizes its opportunities to promote diversity, which may include:			
4.1.1	Current employment and procurement opportunities.			
4.1.1	Forecasts of potential employment and procurement opportunities.			
4.1.1	The availability and use of mentorship and developmental programs for employees and contractors.			
4.3	Does the entity have a succession plan and/or professional development plan in place to identify and develop women and minorities at all levels of the organization?			
5.1	Has the entity conducted an analysis of the demographics of its consumers?	Yes/No		
5.2	External Diversity: How does the entity advance economic equity for traditionally marginalized communities?			
5.2.1	Is the entity engaged in programming such as:	traditionally underserved communities (down payment assistance, housing counseling, etc., small dollar loans, credit repair services, etc.) b. Providing job/career services or programs aimed at underserved communities c. Supporting Community Development Financial Institutions (CDFIs) and/or Minority Depository Institutions d. Partnering with local/non-profit organizations to reach underserved consumers e. Philanthropy, including donation matching f. Other equity initiatives (please		
5.4 5.4.1	Percentage of contracts with minority-owned and women-owned business subcontractors.			

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5.5 5.5.1	The entity has a supplier diversity policy that provides for a fair opportunity for minority-owned and women-owned businesses to compete for procurement of business goods and services. This includes contracts of all types, including contracts for the issuance or guarantee of any debt, equity, or security, the sale of assets, the management of the entity's assets, and the development of the entity's equity investments.			
5.7	Annual procurement spending.			
5.8	Percentage of contract dollars awarded to minority-owned and women-owned businesses by race, ethnicity, and gender.			
6.1	In a manner reflective of the individual entity's size and other characteristics, the entity is transparent with respect to its diversity and inclusion activities by making the following information available to the public annually through its website or other appropriate communication methods.			
6.1	The entity publicizes its diversity and inclusion strategic plan.			
6.1	The entity publicizes its policy on its commitment to diversity and inclusion.			
6.1	The entity is transparent about its progress toward achieving diversity and inclusion in its workforce and procurement activities, which may include the entity's current workforce and supplier demographic profiles.			