

Business Resource Group Annual Report. Minimum Requirements.

- The document must meet pdf accessibility standards for screen reader accessibility.
- It will follow the fiscal year.
- It will be sent to OFM (via email to the BRG coordinator) by August each year.
- It will include the financial report.
- BRGs goals proposed at the beginning of the year and their level of completeness. (Data shared might differ from BRG to BRG according to each BRG proposed goal at the beginning of the year).
- Background information.
- Names of people in leadership positions.
- BRG involvement in the development of agencies' policies, guidelines, or best practices.
- Highlight different events and accomplishments for the year.
- Number of active members and average attendance to meetings.
- Goals for the following year.