



Equity and Inclusion Resource Guide

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Assessment Worksheet

What are the desired results and outcomes of your project based on your proposal?

- What are the intended results for the community? What areas of the community could this impact?

- What are the outcomes for the organization?

Proposal, Results, and Outcomes Questions	Determine the major proposal of your project.	What areas of the community will this impact and how? (i.e. housing, health, jobs, economic development, etc)	What are the outcomes for the organization and your department? (should be able to answer: how much did you do, how well did you do it, and is anyone better off)
Your Responses			

What about data?

- Do you have existing data on who you are serving and how that could benefit the racial equity of your project?

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- Are there gaps in your data that tell you anything about who/what you are missing?
- Are there real time material needs that you could be addressing during this time of crisis?
- Will specific areas of the city be impacted more than others?

How do (and should) we engage during this time?

- What engagement platforms could you utilize for engagement? Would some methods/tools work better than others?
- Have you considered what the historical interactions are with the community you are engaging with? Could that impact current engagement?

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- Can you build in space into your engagement specifically for building relationships and trust with the intended community first?

Engagement Questions	How have you engaged with stakeholders previously? How has that/might that change based on current circumstances?	Utilize data to understand who the most impacted/influential stakeholders are. Who has historically been “left behind” in your work?	Are there ways to connect to your stakeholders online? Consider if now is an appropriate time to be communicating with stakeholders on this project.
Your Responses			

Who is going to benefit or be burdened by your project?

- What are some unintended consequences that could come from your project? How can your project be modified to enhance positive impacts and reduce negative impacts?

- Does your project align with other initiatives at the city? Utilizing existing knowledge of racial equity can increase the success of leading with race in your project, and can create opportunities in other areas.

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Impact Questions	What are some unintended consequences – especially to communities of color -- that could come from your project?	Who will disproportionately benefit or be burdened by the outcomes and results of this project? Why/how?	How can you adapt to enhance positive impacts and decrease negative impacts, especially to communities of color? Will these adaptations create other unintended impacts?
Your Responses			

How are you planning to implement the project?

- Is the implementation plan you created realistic? Is it adequately funded and staffed?

- Are there other projects you can partner with in order to share resources?

- Are you reporting out about the project and how you are focusing on racial equity?

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How are you ensuring accountability and communicating?

- Is what you are saying you are doing matching with what the community is saying or doing?

For more information, or assistance with using this tool, feel free to reach out to Janet Freeman at jfreeman@fcgov.com.

Additional Resources

Definitions, Terms & Strategic Objectives: <https://www.fcgov.com/socialsustainability/equity.php>

GARE Racial Equity Toolkit: https://racialequityalliance.org/wp-content/uploads/2015/10/GARE-Racial_Equity_Toolkit.pdf