

Equity Analysis Worksheet

Introduction

The vision of the City of Austin is to make Austin the most livable city for ALL. The mission of the City of Austin Equity Office is to provide leadership, guidance, and insight on equity to improve the quality of life for Austinites. In order to achieve this vision, institutions need formal tools to closely examine policies, practices, budget allocations, and programs that perpetuate institutional racism and systemic inequities.

This worksheet is an adaptation of the Equity Assessment Tool, which lays out a process and a set of questions to guide city departments in evaluating policies, practices, budget allocations, and programs and begin addressing their role and impacts on equity. This worksheet was created to assist the City in thinking through the potential impact on equity of a specific project. As with the Equity Assessment Tool, this worksheet leads with race, as it is the primary predictor of access, outcomes, and opportunities for all quality of life indicators.

Methodology

More than 50 community stakeholder collectively dedicated over 750 hours of time to co-creating the Equity Assessment Tool from January to June of 2017. The themes community members brought forward in that process were carefully considered and implemented into this worksheet. These themes included emphasis on inequitable outcomes throughout history, the use of disaggregated data, and effective community engagement. Once drafted, the worksheet was presented in person to the Equity Action Team, a group of 110 community stakeholders, for feedback, redrafted, and sent back out digitally for additional feedback.

Equity Assessment Core Themes

- 1) Lead with Race/Ethnicity
- 2) Focus on human centered design and institutional empathy
- 3) Engage residents, especially those adversely affected, in decision making
- 4) Bring conscious attention to racial inequities and disparities *before* decisions are made
- 5) Avoid or minimize adverse impacts and unintended consequences
- 6) Affirm our commitment to equity, inclusion, and diversity

In addition to the Equity Action Team feedback, the Government Alliance for Race and Equity's *6 Steps for Building Racial Equity* and Austin City Council's six strategic priority outcome areas, both outlines below, were also incorporated into the development of this worksheet.

6 Steps for Building Racial Equity- Government Alliance on Race and Equity (GARE)

The steps from GARE were utilized in developing and testing the scoring scale, and helped ensure the scoring scale for each box was clear and capturing what needs to be evaluated (e.g. disaggregated and usable data vs. no data to indicate disparities).

- 1) **Proposal:** What is the policy, program, practice, or budget decision under consideration? What are the desired results and outcomes?
- 2) **Data:** What are the data? What do the data tell us?
- 3) **Community engagement:** How have communities been engaged? Are there opportunities to expand engagement?
- 4) **Analysis and strategies:** Who will benefit from or be burdened by your proposal? What are your strategies for advancing racial equity or mitigating unintended consequences?
- 5) **Implementation:** What is your plan for implementation?
- 6) **Accountability and communication:** How will you ensure accountability, communicate, and evaluate results?

City Council's 6 Strategic Priority Outcomes

City Council has emphasized the necessity for emphasis on equity throughout strategic priority outcome area. These six outcome areas are pain points for communities in Austin, largely due to the continuation of historical racial inequities through policy and practice. The worksheet requires that potential positive and negative impacts in each outcome area be considered before the worksheet is complete.

- 1) **Economic Opportunity**
- 2) **Mobility**
- 3) **Safety**
- 4) **Health**
- 5) **Cultural and Learning Opportunities**
- 6) **Government that Works**

Instructions

Please answer the following questionnaire. The parenthetical after each question refers to its corresponding box on the Equity Budget Worksheet, which can be found on page 4.

Questionnaire

- Please provide a logic model for the proposed project. (Box 1: Alignment)
- Please describe the historical context of the project. (Box 2: History)
 - Does it disproportionately burden communities of color? If so, how?
 - Does it address an existing or historical disparity in communities of color? If so, how?
- Please describe the data pertaining to this issue. (Box 3: Data)
 - Are the data disaggregated by race and ethnicity?
 - Do the disaggregated data support an equitable outcome of the project? If so, how?
- Please describe any community engagement that has been conducted for this issue. (Box 4: Community Engagement)
 - Has community engagement been conducted?
 - Have communities of color been engaged?
 - How do you measure the effectiveness of community engagement?
- Does this project advance equity in any of City Council's six priority outcome areas? (Box 5: Advancing Racial Equity)
 - If so:
 - Which area(s)?
 - How?
- Is there potential for unintended negative outcomes because of this project in any of City Council's six priority outcome areas? (Box 6: Unintended Consequences)
 - If so:
 - Which area(s)?
 - How?
- How many people of color does the project/initiative positively impact? (Box 7: Impact)
- How many people of color does the project/initiative burden/negatively impact? (Box 7: Impact)

Equity Budget Worksheet

Box 1: Alignment

Logic model demonstrates clear connection between project’s strategy and desired outcome.

Unclear if logic model demonstrates a connection between project’s strategy and desired outcome.

Logic model does not demonstrate a connection between project’s strategy and desired outcomes.

Box 2: History

Project will address, mitigate, and/or eliminate historic racial inequities

No historical racial impact; not a racial issue (e.g. administrative issue)

Perpetuates, reinforces, or ignores systemic racial inequities

Box 3: Data

Project addresses inequities validated by disaggregated racial disparity data

Data reflect no impact on equity; not a racial issue (e.g. administrative issue)

Project is not supported by disaggregated data on racial inequities

Box 4: Community Engagement

Communities of color have been actively and effectively engaged

Community is not affected by the issue (e.g. administrative issue)

Communities of color have not been engaged, or have not been engaged appropriately or effectively

Box 5: Advancing Equity

Economic Opportunity
 Mobility
 Safety
 Health
 Cultural and Learning Opportunities
 Government that Works

Box 6: Unintended Outcomes

Economic Opportunity
 Mobility
 Safety
 Health
 Cultural and Learning Opportunities
 Government that Works

Box 7: Impact

How many people of color does the project/initiative positively impact?

How many people of color does the project/initiative burden/negatively impact?
