

# State of Oregon Racial Equity Toolkit

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Advancing racial equity in Oregon will take foundational reform. Racial disparities persist across key indicators of success including health, education, housing, and economic opportunity amongst others. A budget is a moral document, a statement of our state's priorities and also a critical opportunity to advance racial equity. The Racial Equity Assessment Worksheet serves as a tool to apply a racial equity lens to the budget development process and assess how programs benefit and/or burden Tribal/Native American, Black/African American, Latinx, Asian, Pacific Islander, Immigrant and Refugee communities. The worksheet questions serve as a tool to deepen agencies' racial equity impact assessment for the programs (budgets) in consideration.

## Racial Equity Impact Assessment Worksheet

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### Step 1. Set Equity Outcomes and Define Impact

1. Does your agency have an Equity Strategic Plan? Yes/No?  
If so, what does your agency define as the most important equitable community outcomes related to the issues?
  
2. What is the program under consideration?
  
3. Which racial equity opportunity areas will the program primarily impact?

<input type="checkbox"/> Criminal Justice Reform and Police Accountability	<input type="checkbox"/> Health Equity
<input type="checkbox"/> Economic Opportunity	<input type="checkbox"/> Housing and Homelessness
<input type="checkbox"/> Education	<input type="checkbox"/> Jobs/Employment
<input type="checkbox"/> Environmental Justice/Natural Resources	<input type="checkbox"/> Other
  
4. Are there impacts on:

<input type="checkbox"/> Contract/Procurement Equity	<input type="checkbox"/> Inclusive Communications and Outreach
<input type="checkbox"/> Culturally Specific Programs and Services	<input type="checkbox"/> Workforce Equity
<input type="checkbox"/> Immigrant and Refugee Access to Services	<input type="checkbox"/> Other: _____

Please describe on your selection:

5. What are the desired results and outcomes with this program?

## **Step 2. Analyze Data**

6. Does the program have different impacts within different geographic areas? Yes/No  
What are the racial demographics of those living in the area or impacted by the program?
7. How are you collecting, reviewing, and analyzing demographic data to inform program decisions?
8. How is demographic data being woven into program decision making?

## **Step 3. Determine Benefit and/or Burden**

9. Who benefits from the program, both directly and indirectly?
10. Who will be burdened from the proposal?
11. How does the program increase or decrease racial equity? Does the program have potential unintended racial equity consequences? What benefits may result?

## Guiding Questions for Applying Core Elements of Equity

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Below are guiding questions to apply the core elements of equity in all development and implementation of State of Oregon's policy, budget, program and service decisions. Please refer to the [State of Oregon Equity Framework in COVID-19 Response and Recovery for the Core Elements of Equity](#).

### **Inclusive Communications**

1. How do we ensure our communications and messaging are getting to all Oregonians?
2. Who are the communities being left behind and how do we connect with those communities? What processes are in place for:
  - Translating and interpreting agency communications?
  - Ensuring that ADA requirements are met or exceeded?
  - Communicating with people who may be unable to read, lack access to the Internet, and/or need information through alternate media?
  - Working with trusted messengers and local leaders to communicate with communities?
  - Seeking early input to inform the development of communications materials?

### **Data Collection and Data-informed Decision-Making**

1. Are we collecting, reviewing, and analyzing demographic data to inform mitigation measures, communication strategies, and targeted investments?
2. How are these data being woven into decision making?

### **Community-Informed Policy and Partnerships**

1. How are we ensuring we have representation of voices across race, ethnicity, culture, color, tribal membership, disability, gender, gender identity, marital status, national origin, age, religion, sexual orientation, socio-economic status, veteran status, and immigration status? And geographically?
2. What are the ways we engage agency equity leaders and communities in decision making currently?
3. Whose voices and perspectives are not at the table? Why?
4. What can we do to ensure they are part of our decision-making process?
5. What are the barriers that keep communities from participating in decision making?
6. How are we ensuring that we provide access to and address the needs of:
  - Language?
  - Technology?
  - Physical accessibility?
  - Adequate support and preparation?
  - Financial support?

## Resource Allocation and Accessibility

1. How are we ensuring that forms of response/relief/benefit/resource/budget allocation are:
  - Going directly to the communities who need it?
  - Accessible regardless of disability or status?
  - Accessible regardless of language?
  - Compliant with the ADA requirements?
  - Accessible regardless of access to technology?
  - Supporting, consulting, and/or partnering with tribes?
  - Accessible regardless of geographic location including rural Oregonians?
  - Being prioritized for communities already living on the margins (e.g., older adults, gender, ethnic, and racial minorities, immigration status, socio-economic status)?
2. Are we using strategies that are culturally specific and responsive to address the distinct needs of Oregonians? If not, what resources or community partners can we consult with to develop culturally specific and responsive strategies?
3. Are our programs and services providing reasonable accommodations in compliance with the ADA to Oregonians? If not, what resources or partners can we consult with to develop strategies to better support people with disabilities?

## Evaluation

1. What measurable outcomes are most important to our historically and currently underserved communities?
2. How will impacts be documented and evaluated?
3. How will our communities participate in the evaluation process?
4. Are we achieving the anticipated outcomes?
5. Are we having measurable impact in the communities?
6. How are we consistently communicating our efforts with our communities and demonstrating our results?
7. How do we collect and respond to feedback?
8. How do we use these results to continually reevaluate and improve our efforts?
9. How are we ensuring these partnerships do not exploit the communities we seek to engage?
10. How will we operationalize equity and create accountability systems?
11. How will we ensure adequate capacity to implement strategies as outlined?

## Definitions

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**Diversity** is the appreciation and prioritization of different backgrounds, identities, and experiences collectively and as individuals. It emphasizes the need for representation of communities that are systemically underrepresented and under-resourced. These differences are strengths that maximize the state's competitive advantage through innovation, effectiveness, and adaptability.

**Equity** acknowledges that not all people, or all communities, are starting from the same place due to historic and current systems of oppression. Equity is the effort to provide different levels of support based on an individual's or group's needs in order to achieve fairness in outcomes. Equity actionably empowers communities most impacted by systemic oppression and requires the redistribution of resources, power, and opportunity to those communities.

**Inclusion** is a state of belonging when persons of different backgrounds, experiences, and identities are valued, integrated, and welcomed equitably as decision makers, collaborators, and colleagues. Ultimately, inclusion is the environment that organizations create to allow these differences to thrive.

**Racial Equity** – Racial equity means closing the gaps so that race can no longer predict one's success, which simultaneously improves outcomes for all. To achieve racial equity, we must transform our institutions and structures to create systems that provide the infrastructure for communities to thrive. This commitment requires a paradigm shift on our path to recovery through the intentional integration of racial equity in every decision.

## Appendix

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Below is a list of local jurisdictions with existing budget equity toolkits for reference.

Portland, Oregon – [FY 2020-21 Guide to the Budget Equity Assessment Tool](#)

[ADM-18.31 - City's Equity Budget Tool and Racial Equity Plans](#)

Seattle, Washington – [Racial Equity Toolkit](#)

King County, Washington – [The Equity Impact Review Toolkit](#)

City of San Antonio, Texas – [Fiscal Year 2021 Budget Equity Tool](#)

City of Madison, Wisconsin – [Racial Equity and Social Justice Initiative](#)

City of Minneapolis, Minnesota – [Strategic and Racial Equity Action Plan](#)

City of Austin, Texas – [The Equity Assessment Tool](#)