



## Racial Equity Assessment

This tool is offered by the Office of Equity and Inclusion at the City of Albuquerque. For technical assistance or help with assessment of data or community engagement, please contact Michelle Melendez ([michellemelendez@cabq.gov](mailto:michellemelendez@cabq.gov)) or Vicente Quevedo ([vquevedo@cabq.gov](mailto:vquevedo@cabq.gov))

Complete this assessment worksheet to analyze and plan for major policy, program, budget or practice changes to be in alignment with the department's racial equity goals and desired outcomes. This analysis should be completed by people with different racial perspectives.

Project/initiative Name:

Description:

Department:

Contact:

This is a:

- |                                     |                                       |
|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Policy     | <input type="checkbox"/> Program      |
| <input type="checkbox"/> Initiative | <input type="checkbox"/> Budget Issue |

**For your department, what are the most important racial equity community outcomes related to the issue?**

**What is your proposal and how does your proposal relate to these outcomes?**

### Step 1. Set outcomes.

What is your proposal and the desired results and outcomes?

**1a.** Describe the policy, program, practice, or budget decision.

**1b.** What are the intended results in the community and outcomes within your own organizations

**1c.** Which racial equity opportunity area(s) will this primarily impact?

- |   |  |
|---|--|
| <input type="checkbox"/> Community & Economic Development | <input type="checkbox"/> Contracting Equity            |
| <input type="checkbox"/> Health                           | <input type="checkbox"/> Workforce Equity              |
| <input type="checkbox"/> Public Works                     | <input type="checkbox"/> Fire                          |
| <input type="checkbox"/> Environment/Sustainability       | <input type="checkbox"/> Safety and Inspections        |
| <input type="checkbox"/> Public Safety                    | <input type="checkbox"/> Education/children and youth  |
| <input type="checkbox"/> Jobs                             | <input type="checkbox"/> Parks and Recreation          |
| <input type="checkbox"/> Housing                          | <input type="checkbox"/> Community Engagement          |
| <input type="checkbox"/> Transportation                   | <input type="checkbox"/> Food access and affordability |
| <input type="checkbox"/> Planning and development         | <input type="checkbox"/> Other: _____                  |

### Step 2. Analyze the data

What are the data? What do the data tell us?

**2a.** Who are the most affected community members who are concerned with or have experience relating to this proposal?

**2b.** Will the proposal have impacts in specific geographic areas (neighborhood areas or regions)? What are the racial demographics of residents in the area or who are impacted by the issue?

**2c.** What does population level data tell you about existing racial inequalities? What does it tell you about root causes or factors influencing racial inequities?

**2d.** What performance level data do you have available for your proposal? This should include data associated with existing programs or policies?

**2e.** Are there data gaps? What additional data would be helpful in analyzing the proposal? If so, how can you obtain better data?

### **Step 3. Engage community and stakeholders**

How have communities been engaged?

**3a.** Find out who are the stakeholders most affected by, concerned with, or have experience relating to the policy, program or initiative?

**3b.** Which stakeholders have you engaged? Be specific. How have you involved these community members in the development of this proposal?

**3b.** What has your engagement process told you about the burdens or benefits for different groups?

**3c.** What has your engagement process told you about the factors that produce or perpetuate racial inequity related to this proposal?

### **Step 4. Address benefits and burdens.**

What are your strategies for advancing racial equity?

**4a.** Given what you have learned from the data and stakeholder involvement, how will the proposal increase or decrease racial equity? Who will benefit from or be burdened by your proposal?

**4b.** What are potential unintended consequences? What are the ways in which your proposal can be modified to enhance positive impacts or reduce negative impacts?

**4c.** Are there complementary strategies that you can implement? What are ways in which existing partnerships could be strengthened to maximize impact in the community? How will you partner with stakeholders for long-term positive change?

**4d.** Are you accomplishing what you set out to do in Step 1 of your analysis?

### **Step 5. Communicate and evaluate**

How will you ensure accountability, communicate and evaluate results?

**5a.** How will impacts be documented and evaluated? Are you achieving the anticipated outcomes? Are you having impact in the community?

**5b.** What are your messages and communications strategies that will help advance racial equity?

**5c.** How will you continue to partner and deepen relationships with communities to make sure your work to advance racial equity is working and sustainable for the long haul?