



## RACIAL EQUITY IMPLEMENTATION GUIDE

*City of Oakland Municipal code [2.29.170.1](#) specifies that* “the City of Oakland will intentionally integrate, on a Citywide basis, the principle of “fair and just” in all the City does in order to achieve equitable opportunities for all people and communities.

Equity practice focuses on developing systemic approaches to addressing racial disparities in life outcomes for residents of Oakland. The [2018 Oakland Equity Indicators Report](#) showed Black residents to be the most extremely impacted by racial disparities in most indicators of well-being, with significant degrees of impact for other communities of color as well. To implement change that will improve these outcomes in our communities of color, your department will need to analyze policies, procedures, and practices to identify elements that have, or could contribute to, or improve these conditions. This worksheet will help guide your project or program planning and implementation process by explicitly naming equity outcomes, identifying and engaging those most impacted by disparities and taking a structured, analytical approach to designing and implementing community informed equity solutions.

**1. Racial Equity Outcome(s)-** *What is the racial equity outcome for this effort?* Your stated goal, or description of improved future conditions for residents should include addressing the needs of those most impacted by racial disparities. Use relevant disparity data to start to define specific focus for outcomes. (Example of data to guide equitable housing policy development – childhood asthma rates, cardio-vascular disease, premature death, disaggregated by race.)

**Sample Statement:** All residents of West Oakland thriving, free from the impacts of environmental injustice; including black, indigenous, and other people of color who have been historically most impacted by racial disparities.

**2. Identify and plan to engage stake holders -** *What is the best way to inform, outreach and engage community members most impacted by racial disparities?* Strategize to remove barriers to community engagement in your equity process. (Use Inclusive Outreach and Engagement Guide for planning outreach that will engage those most impacted by disparities as well as other key stakeholders needed for development and implementation of policy and program recommendations.)

**3. Gather supplemental information/qualitative data –** *What are the systemic issues driving disparities?* Identify root causes that drive related disparities and possible solutions, centering the observations of communities most impacted by racial disparities, to deepen awareness and understanding of current conditions and needed action.

**4. Identify Equity Gaps (burdens and barriers) -** Using data and information gathered from community, identify any current or anticipated barriers and burdens impacting access for those

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most impacted by racial inequity. (Example: Those most impacted by environmental inequity are also those most impacted by economic inequity; problem solutions must be designed to be accessible at 30% of AMI, by being very low cost and/or subsidized to be affordable to those for whom resources are the barrier.)

**5. Address Equity Gaps- Based on information gathered, what action could be taken to advance equity?** Design strategies that will address root causes of disparities, remove system barriers to equity, and/or create new equity approaches. Connect back to specific disparity indicators used to set equity outcome, root causes of disparities, and ground truth proposed strategies community who are most impacted by disparities.

**6. Implementation – What steps are needed to implement action(s) identified?** Based on the findings of the analysis, identify implementation steps to write or rewrite policy/program documents, address budget needs/gaps, create necessary partnerships, get approvals needed to implement equity strategies. As needed, propose plans to address gaps in resources or other barriers to implementation.

**7. Evaluation and accountability- How will success/equity be measured? Who will be better off and how will we know?** Establish meaningful performance measures as guided by Result Based Accountability (RBA) model, see below; plan to track outcomes and make course correction as needed. Plan for collecting data disaggregated by race and feedback from communities most impacted by disparities for each performance measure. Design reporting mechanism that will keep internal and external stakeholders informed of progress, lessons learned, and emerging best practices.

**Racial Equity  
Accountability  
Meaningful  
Model**

<p><u>How much did we do?</u></p> <p><b># organizations/ people served</b></p> <p><b># activities (by type of activity)</b></p>	<p><u>How well did we do it?</u></p> <p><b>% common measures</b> e.g. workload ratio, staff composition, % staff fully trained/culturally competent % services in language spoken, <b>% activity-specific measures</b> e.g. % timely % people completing activity/training attendance rate, % correct and complete</p>
<p><u>Is anyone better off?</u></p> <p><b>#/% skills/knowledge</b> e.g. knowledge of how to start a small biz</p> <p><b>#/% attitude/opinion</b> e.g. feel a sense of belonging in the organization</p> <p><b>#/% behavior</b> e.g. school attendance, residents included in decision-making</p> <p><b>#/% circumstance</b> e.g. working, in stable housing</p>	

**Result Based  
(RBA)  
Measures**