



RACE MATTERS INSTITUTE
a program of JustPartners, Inc.

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TRAIN THE COACHES INCLUSIVE CULTURALS SESSION

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Objectives

1. Strengthen participants' understanding of the Racial Equity Impact Analysis tool
2. Identify expectations and areas for coaching assistance
3. Offer strategies for problem-solving in the course of tool application

Agenda

10:00-10:15	Welcome, Overview
10:15-10:45	Introductions and Your Work to Date
10:45-11:15	Asymmetries & Productive Pairing
11:15-12:00	Possible Roles and Responsibilities
12:00-12:30	LUNCH BREAK
12:30-1:30	Challenges & Responses, Emergent Issues in REIA Application
1:30-2:20	Facilitation Practice Using the Racial Equity Impact Analysis
2:20-2:30	Wrap-Up, Next Steps

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Considerations for Being an Active REIA Coach

- ✓ Use a Racial Equity Impact Analysis regularly in your own work
- ✓ Be an active learner about how policies and practices have contributed to racial inequities and how different policies and practices can close racial gaps
- ✓ Provide encouragement to colleagues to use a Racial Equity Impact Analysis for key decisions and issues in their work
- ✓ Help colleagues with any questions they have about using the tool, and introduce new colleagues to the tool's value for their work
- ✓ Identify places in your organization's routine processes where use of a Racial Equity Impact Analysis could be "hard-wired"
- ✓ Participate, where available, in peer exchanges and coaching calls around use of the tool
- ✓ What else?

The Power of a Racial Equity Impact Analysis

The Context Requires It. Around any issue, different racial groups are “differently situated.” Circumstances of race, place, class, and other factors position different racial groups with different resources and different needs in relation to any social good. Racial groups share universal aspirations (e.g., college graduation, optimal health, adequate housing, personal safety), but the *means* for achieving or guaranteeing these aspirations are likely to be varied, based on how groups are situated. One size *doesn’t* fit all when it comes to successful interventions. For example, if subprime loans are disproportionately given to people of color, even when their economic circumstances are comparable to whites, wealth-building for communities of color will need, among its strategies, to address racial discrimination in subprime lending – an issue that doesn’t systematically affect white communities. Thus, Prof. John Powell talks about the approach of “*targeted universalism*” – the use of *varying* strategies to advance *universal* goal attainment. A **Racial Equity Impact Analysis** helps to identify what those strategies should be or how to alter existing policies and practices in order to achieve greater results for all groups.

The Tool is User-Friendly. The Race Matters tool to conduct a **Racial Equity Impact Analysis** (REIA) consists of five questions that can be asked regarding any policy, practice, protocol, strategy, or decision, either existing or proposed. It can be used immediately, with tasks residing on your desk. The questions are these:

Racial Equity Impact Analysis

1. Are all racial/ethnic groups who are affected by the policy/practice/decision **at the table**?
2. How will the proposed policy/practice/decision **affect** each group?
3. How will the proposed policy/practice/decision **be perceived by** each group?
4. Does the policy/practice/decision **worsen or ignore** existing disparities?
5. Based on the above responses, **what revisions** are needed in the policy/practice/decision under discussion?

Here are some ways that Race Matters Institute clients have used the tool in their work:

- Put their Strategic Plan through the REIA to see where it needed to be strengthened in order to address different racial groups effectively
- Used the tool to improve HR policies
- Determined whether investments needed to be modified in order to close racial gaps
- Helped grantees fine-tune their particular work so that it speaks more directly to different groups
- Framed a statewide conference in more inclusive ways
- Raised the questions from the tool in settings where they serve in advisory and advocacy capacities so that these settings can become more intentional about seeking racially equitable results
- Expanded their information sources as an immediate way to access the insights different groups (and different media) bring to the table.

Results Can be More Powerful. Too often we see results where across-the-board outcomes improve, but gaps remain or perhaps even widen when the results data are broken out by race. The **Racial Equity Impact Analysis** helps you *both* raise the overall bar *and* close the racial gaps that exist on any given indicator by devising or revising approaches so that they speak specifically to how different groups experience an issue. Greater intentionality to understanding how groups are differently situated, and more strategic action from that intentionality promise better results for all groups and the narrowing of gaps among them. This is what effective work toward racial equity produces.



www.racemattersinstitute.org



Helping Others to Apply the Racial Equity Impact Analysis

The following chart offers typical ways that users may get stuck or detoured when using the Racial Equity Impact Analysis – and ways to help them past these places.

Question on the Tool	Typical Challenges	Helpful Responses
Are the racial/ethnic groups most affected by this (investment/policy/practice/ decision) represented at the table? Is there another “table” where they are present?	Users focus on functional roles that should be represented (e.g., parents, teachers or managers, employees) rather than affected racial/ethnic groups.	While functional roles are appropriate to consider for overall strategy, this tool asks us to focus on racial/ethnic groups within any identified functional categories. The foremost category for this tool’s focus is those <i>ultimately</i> affected, such as residents, students, workers, service recipients.
	Users stop because they don’t have a representative group at their table.	An alternative is to identify regular “tables” where the voices of different racial/ethnic groups are honored, and seek input from those places. Further, users can gain important information to apply in the use of this tool by regularly reading race-informed research and advocacy materials.
	Users may not offer sufficiently detailed racial categories (e.g., may not break labels like Latino or Native American or Black out further to reflect variations in sub-group experiences or situations) and/or may forget to include Whites in the list, if they, too are affected.	Encourage users to probe each initial category for further variation. For example, they may end up breaking out the category Latino further into Mexican American, Guatemalan, Puerto Rican, etc., and longtime residents in contrast to newcomers in those groups, or bilingual (Spanish and English) in contrast to English-learners. The point is to have sufficient specificity to appreciate that different sub-groups are “differently situated” with regard to a given issue.
For the (investment/policy/practice/ decision) being considered here (existing or new), what results are you trying to achieve?	The point of this question is to be sure everyone is on the same page for subsequent questions. For example, if the tool is being used to review a zoning question, the results desired could vary from supporting a developer’s ability to maximize profit to protecting the value of existing	

	property to advancing opportunities for home ownership across groups. Everyone needs to be on the same page here in order to have a productive conversation around the subsequent questions. Of course, the tool's emphasis is to advance racial equity on any given question, but the group needs to agree on that before proceeding.	
How will the (investment/policy/practice/ decision) affect the different racial/ethnic groups?	Users may be quick to say that the effect will be the same across groups.	Because this is rarely the case, encourage them to have a specific conversation around each of the groups identified above.
How will the (investment/policy/practice/ decision) be perceived by the different racial/ethnic groups?	Users may be inclined to say that perceptions don't matter if the (investment/policy/ practice/ decision) is well-designed.	You can point out that participation or cooperation is highly related to perceptions. An (investment/policy/practice/ decision) that is culturally aligned is more likely to be successful.
Do you think the (investment/policy/practice/ decision) worsens existing disparities faced by the different racial/ethnic groups or may produce other unintended consequences?	Users may simply state and stop by saying that it does ignore or worsen disparities.	It is essential that they talk through <i>how</i> that happens in order to advance meaningful discussion about how to prevent such an outcome. This part of the discussion contributes centrally to considerations for revision (next).
Based on your answers above, how should the (investment/ policy/practice/ decision) be revised?	At this juncture, some users may put ideas for revision on the table that are not related to the discussion in the previous steps.	Remind users that this step is intended to fine-tune the original proposal, based on the conversation that has already occurred. It is a time for <i>narrowing</i> that discussion to areas needing revision in the original idea. <i>After</i> that is achieved is the preferred time to entertain other ideas.
	Suggestions for revision may themselves need to be run through the Racial Equity Impact Analysis.	This is a helpful suggestion to make, especially if suggestions become points of debate.

Volunteer Code of Conduct

Comprehensive Volunteer Screening Process – Background Check Policy

Individual background checks serve as an important part of the on-boarding process of volunteers. Background information is reviewed as a means of promoting a safe environment for current and future program participants, volunteers, and employees. The comprehensive screening process includes:

1. Every volunteer must have two reference checks completed and kept on file. Reference checks only need to be completed once or as requested by volunteer supervisors.
2. The National Sex Offender Public Website (NSOPW) check must be run annually for every volunteer.
3. A State repository check must be run for each volunteer at least once every 4 years.
4. The volunteer may also be subject to additional checks as required by individual sites.

Failure to clear other background checks may not automatically result in immediate dismissal as a volunteer. Instead, the following factors may be taken into consideration before making a final determination regarding fitness for participation in the program, which shall be at the sole discretion of the program:

- The significance of risk reported in a personal or professional reference
- The status of a criminal or civil charge (pending or convicted)
- The length of time since a criminal or civil conviction
- The nature of the crime
- The relationship between the job to be performed and the crime committed
- The number of convictions
- Rehabilitation efforts and recommendations
- Subsequent employment history

Dress Code

Volunteers must arrive dressed appropriately for the work they will be performing. Our dress code exists to protect volunteer safety, follow safety standards, and show respect to our clients. Volunteers arriving dressed inappropriately may not take part in activities unless suitable accommodations can be made.

- Clothing that completely covers the chest, shoulders, underarms, torso, and knees
- Volunteers must maintain a professional appearance, however, casual attire is appropriate
- No bracelets, dangly earrings or scarves
- Clothing must not portray themes related to alcohol, cigarettes, drugs, sex or violence, or political statements

Relationships

- Volunteers are encouraged to maintain a high standard of integrity and professionalism when relating with community members and program participants.
- Volunteers should not be alone with one community member. Please stay in the sight of others.

REIA Facilitation Practice - Example A

- Volunteers are not to initiate or allow anyone to have physical contact with community members without staff advisement and the permission of the community member.
- Volunteers are not to engage in a private transaction involving gifts, services, or money with any community member. Any gifts should be directed to or channeled through the organization. Volunteers may not accept money or gifts from community members for services rendered. Volunteers are not to lend cell phones to, nor make calls for, community members.

Conduct

- Our programs are violence-free, alcohol-free, and drug-free environments. Volunteers are not to smoke, drink, use drugs, or carry any type of weapons on site.
- Volunteers are to engage in gracious and edifying conversations and are to avoid swearing or cursing on site.
- Volunteers are asked not to present or promote personal worldviews or political affiliations.
- Harassment of any kind is not permitted and will be subject to disciplinary action.
- We are not responsible for the personal property of volunteers.

Outside Activities

- Volunteers are not authorized to use our phones, stationery, supplies, or equipment for purposes not specifically related to the volunteer opportunity.
- Volunteers are not authorized to identify themselves with us or attempt to use their position to gain credibility for political purposes or illicit personal gain.

Suspected Abuse of a Child

If a volunteer in his or her official capacity *suspects* or *has reason to believe* that a child has been abused or neglected, or has knowledge of, or observes a child being subjected to conditions that would reasonably result in harm to the child, the volunteer member **must** report to the appropriate personnel, **as well as** their volunteer coordinator their suspicions and/or knowledge. In all instances, volunteers may also report their suspicions to the **NY Child Abuse Hotline: 1-800-342-3720**.

REIA Test Drive Example – Proposed Community Advisory Committee

Expectations for Meetings and Members

Meetings will be held on the second Wednesday of each month from 8:00PM-9:30PM. Meeting locations will be announced when agendas are sent out prior to each meeting.

As a member of the Community Advisory Committee, we expect that you will:

- You will attend to your personal growth, development, and health
- Be a person of integrity
- Attend all meetings
- Prepare by reading the materials ahead of the meeting
- Participate fully in the discussions
- Speak openly and candidly in ways that are constructive
- Be a team player; you can certainly disagree, but the way you disagree is important
- Communicate the work of your committee to others on the committee
- Foster relationships and networks around the committee for communication
- Follow through on task assigned to you: on time and with excellence
- Be honest with your committee when life circumstances are such that you are no longer able to serve
- Have access to e-mail/internet at least 2-3 times per week
- Have attended 3 of the trainings offered by the organization

As a member of the Community Advisory Committee you can expect that:

- The committee and its work will have a clear purpose and vision
- Meetings will begin and end on time
- An agenda will be sent out ahead of the meeting which will include the beginning and ending times for the meeting and what is to be accomplished at the meeting
- Supporting documents will be sent ahead of the meeting whenever possible
- At the end of a meeting, time will be set aside to clarify any follow-up tasks
- Minutes/notes of the meeting will be sent out or posted within a week or as soon as possible

- **Racial Equity Coaches 18 month Work Plan**
- **4 Month Objective # _____ :**

Steps you will take over the next five months to advance this objective:

Action Step/ Activity	Who's Responsible	When Completed	Resources/Supports Needed	Status
Internal/Organizational Capacity				

Implementing a Racial Equity Lens

Additional Resources — to be distributed
Additional Coaching Opportunities — please stay tuned to CFGB



Join the Slack
workspace
**Community
Foundation for
Greater Buffalo**

What is your email address?

[https://join.slack.com/t/cfgbre/
shared_invite/zt-rs18axn4-
z95N6LfNYLNUYF~uCy_IWg](https://join.slack.com/t/cfgbre/shared_invite/zt-rs18axn4-z95N6LfNYLNUYF~uCy_IWg)



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