

# BARRE CITY

## EQUITY ASSESSMENT TOOL FOR POLICY & BUDGETS

---

*Version 1, 2021-03-19, Fillable Form*

Barre City is committed to advancing equity for all those who live, work, play, and learn in the city. Through data-informed program design and careful consideration of compounded historical inequity, Barre City Council can craft budgetary and programmatic proposals and plans that align with the City and State's values and meet individual and shared goals. This tool can also be used to review existing policy where needed to meet the goals outlined above.

This guide was closely modeled after the State of Vermont Policy & Budget Equity Impact Assessment Tool developed in 2020, and customized to meet the needs of Barre City.

**Instructions:** Complete this form as thoroughly as possible and submit with the proposal (e.g policy, plan, budget) and any supporting documentation to the Barre City Diversity and Equity Committee for feedback and recommendations. For questions regarding this form, contact the Chair of the Barre City Diversity and Equity Committee. You may also contact the current State of Vermont Racial Equity Director or Policy and Legislative Affairs Director.

**At a minimum you must answer the questions with bolded text: 1-8, 12, 14-16, 17, 21 -22, 24-26**

### PROPOSAL BACKGROUND

---

1. **Briefly describe the proposal. Include background information regarding the problem the proposal is intended to address.**
  
  
  
  
  
  
  
  
  
  
2. **Is the proposal related to COVID-19 response or recovery?**  
 Yes  
 No
- a. **If so, is there federal or other COVID-19-related funding that may support the proposal?**
  
  
  
  
  
  
  
  
  
  
3. **What are the intended outcomes of the proposal?**
  
  
  
  
  
  
  
  
  
  
4. **What are the consequences of not implementing this proposal?**

5. Are there fiscal implications of this proposal for the City of Barre?

Yes

No

a. If yes, please describe.

6. Is the proposal evidence-informed?

Yes

No

## STRATEGIC PLAN, METRICS, GOALS, INDICATORS

---

7. Does this proposal advance a strategic goal and/or key performance indicator of the Barre City municipal plan or strategic plan (when developed)?

Yes

No

a. If yes, which?

8. Are the desired outcomes specific and measurable?

Yes

No

9. Do you have sufficient population-level data to understand whether the proposal would address or create any racial disparities?

Yes

No

a. If not, what data would be needed?

10. If implemented, can you collect disaggregated demographic data, track it, and evaluate it to assess equity impacts?

Yes

No

11. Are there staff trained to analyze the data related to the proposal?

Yes

No

## CITYWIDE COLLABORATION

---

12. Which other committees or local stakeholders may have an interest in this proposal or its outcomes?

13. Does the proposal encourage or prioritize contractors led by members of marginalized groups? This may include but is not limited to vendors designated as Minority- or Women-Owned Business Enterprises or Disadvantaged Business Enterprises.

Yes

No

## STAKEHOLDERS AND IMPACTED POPULATIONS

---

14. Describe the proposal's target population. Include demographic information such as race, ethnicity, sexual orientation, gender identity or expression, age, religion, political affiliation etc.

15. How was this target population selected?

16. Did you meaningfully consult with community members in developing this proposal?

Yes

No

a. If so, how?

b. If so, did those community members include persons of color?

17. What geographic areas of the city will be most impacted by the proposal?

a. Is there a larger-than-average population of Vermonters of color in those areas?

Yes

No

18. How will the proposal incorporate cultural concerns of specific groups? (i.e. use of traditional healing practices, use of culturally appropriate diagnostic assessment tools, etc)?

19. Will public written materials generated through this proposal be translated?

Yes

No

a. If so, in which languages?

b. If not, why?

20. Does the proposal involve a social marketing strategy for the target population?

Describe.

## BENEFITS AND BURDENS

---

### ADVANCING EQUITABLE IMPACTS

21. Does the proposal seek to reduce disparities for groups of people who are marginalized or underserved?

Yes

No

a. If so, how?

22. What are the anticipated positive outcomes for the target population?

23. Can those positive outcomes be replicated or extended to other groups?

Yes

No

a. If so, which groups may benefit?

**24. Does the proposal enhance services to communities that are underrepresented or underserved?**

#### MITIGATING ADVERSE IMPACTS

**25. Could a disparate racial impact or other unintended consequence result from the proposal?**

Yes

No

a. If yes, what steps are you taking to mitigate the disparate impact?

b. Beyond the steps described in part (a) of this question, what additional steps could any entity take to mitigate the disparate impact?

**26. Is there a disparate impact for any other marginalized group (including but not limited to groups identified by national origin, religion, sexual orientation, gender identity or expression, age, etc.)?**

Yes

No

a. If yes, what steps are you taking to mitigate the disparate impact?

b. Beyond the steps described in part (a) of this question, what additional steps could be taken to mitigate the disparate impact?

---

# GLOSSARY

---

**Minority- or Women-Owned Business Enterprise (M/WBE):** Businesses that are at least 51% owned and substantially managed by people of color and/or people identifying as women

**Disadvantaged Business Enterprise (DBE):** As defined by the U.S. Department of Transportation, DBEs are “for-profit small business concerns where socially and economically disadvantaged individuals own at least a 51% interest and also control management and daily business operations. African Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged. Other individuals can also qualify as socially and economically disadvantaged[...].”

**Marginalized population/group:** Communities or groups that have historically experienced systemic barriers to access, resources and infrastructure investments. It may include communities of color, women, sexual orientation, transgender individuals who identify along the gender spectrum, immigrants and refugees, people with disabilities and others who have received limited access to benefits, services, investments and resources from public/private institutions, including the State of Vermont.

**Equity:** The condition that would be achieved when a person’s race or other demographic group membership is no longer predictive of that person’s life outcome.