Racial Equity Screening Framework
Developed 11/10/2020 | Updated 9/15/2021

This framework articulates Write Around Portland's shared commitment to understanding and changing the historical legacies of inequity and patterns of oppression, especially for communities of color. We recognize that working towards equity—and developing a culture of anti-racism, equity, diversity, inclusion, and access—requires active investments in building anti-racist and culturally responsive structures and practices.

We lead with race in our equity work because racial inequities persist in every societal system, including the nonprofit sector and organizational structures. We are committed to advancing racial equity as a foundational element of all aspects of our work, which we believe will also inform our work addressing other inequities in our organization and our community. Understanding and challenging structural racism is essential in our efforts and vision to build a more respectful and just society.

Why a Framework for Decision-Making?
A Framework allows us to have a shared process for moving through decision-making at all levels of the organization. It encourages all Write Around Portland staff and board to move from default (and inherently biased) responses to thoughtfully considering multiple angles.

While every decision may impact equity and inclusion, not every choice will carry the same weight. Every day, we make conscious and unconscious decisions—from the prompts we share in a writing workshop to identifying focus areas in a strategic plan. We will prioritize the choices that will make the most difference for reducing or eliminating structural, cultural, and systemic barriers.

Additionally, not every question in this Framework may be relevant to every decision at Write Around Portland. However, it is helpful for us to regularly ask these questions and to continue to expand our understanding of anti-racism and the importance of equity in all aspects of our work.

We acknowledge we will always have room to develop as an organization and as individuals in our understanding of racism and oppression. We will not do this work perfectly, we will make mistakes, and we will continue learning and growing. We also recognize this Framework may be refined over time as we use it more. This is part of building more anti-racist, equitable, and culturally responsive structures. "For equity to be realized, it must constantly and consistently be integrated into everything we do and think about." (Vu Le, Nonprofit AF)

Write Around Portland staff and board—who currently are the primary decision-makers and holders of power within our organization—will utilize this Framework in their decision-making processes. We strive to embed anti-racist practices within our organization, the nonprofit sector, and the places where we operate.

How to Use This Screening Framework
Depending on what is being evaluated and how many people are involved, it may take 1 to 2 hours to complete this process (for example, it took 2 hours to review a 600-word policy). This timeframe is only given as a guide to support planning and scheduling, especially if multiple people are working through the worksheets below together. Take the time that is needed; this process is meant to be thoughtful.

1. Identify the process, program, or policy you want to evaluate.
2. Identify who should be involved in this screening process.
3. Identify any resources or learning to understand the process, program or policy and/or the possible racial equity issues at play. Feel free to reference the anti-racism and equity resources listed at the end of this document. These are the resources we referenced when creating this Framework.
4. Use the "Racial Equity Screening Worksheet" to work through the questions and identify next steps.
5. Schedule a time in the future to review and follow-up on the recommendations that came out of this screening process.

Racial Equity Screening Worksheet

Part I: Starter Questions

The process/policy/program being screened: _____

What is the purpose of this program, policy, or procedure? What is the end result we want to achieve?	
For new initiatives: are we the right entity for this project? What's our role in the larger ecosystem? How does this align with our mission and values?	
Reflect on existing actions and behaviors. How have we been operating? What are the assumptions taking place here? Why? o What might be the unintended impacts of this default/current action? o How might elements of white dominant culture be showing up? How can we counteract those? For a list of elements and anti-dotes, see chart by Tema Okun and Kenneth Jones from Dismantling Racism: A Workbook for Social Change Groups.	

Why might this program, process, policy, or standard be important? Would we ever offer an exception / adjustment / accommodation / alternative for this?
o If yes, why?
    o What can Write Around Portland currently provide as an accommodation or adjustment?
    o If Write Around Portland cannot currently provide this as an accommodation or adjustment but wants to, what would Write Around Portland need to change in order to do so?
o If not, why not?	

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Part II: Deeper Discussion

Who is affected by this program, process, workshop, policy, or standard? What are the potential harms / impacts on those affected?	
What is our process for decision-making? How have we intentionally involved those affected from the Write Around Portland community (e.g. workshop participants, volunteers, etc.)? How will we increase opportunities for authentic, inclusive, and community-centered/led processes and engagements?	
Does this program, process, workshop, policy, or standard ignore or worsen existing disparities or create other unintended consequences?	
What are the barriers to achieving more equitable outcomes (e.g. financial, programmatic, procedural, emotional, etc.)? o How will we lessen the negative impacts and address any identified barriers?	

Recommendations for next steps, including who is responsible for each step:

- ✓ Schedule time to revisit and follow-up (see below)
- ✓
- ✓
- ✓
- ✓

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Part III: Follow-up

After enough time has passed, we will evaluate our actions and determine if we have achieved our desired outcome.

Did our decision lead to the desired results?	
What was the impact on equity and inclusion?	

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Referenced Resources
- Anti-Racism Daily.
- Caldera Equity & Inclusion Statement.
- Call to Safety Anti-Racist Organization Statement.
- City of Beaverton Diversity, Equity, and Inclusion Plan.
- Coalition of Communities of Color. Portland.
- Protocol for Culturally Responsive Organizations. Curry-Stevens, Reyes, & Coalition of Communities of Color.
- Definitions – Race Ethnicity. From Protocol for Culturally Responsive Organizations.
- Diversity, Equity, & Inclusion in the Workplace, University of South Florida.
- Equity Screening Tool. Nonprofit AF by Vu Le.
- Government Alliance on Race & Equity.
- Human Solutions Equity Statement.
- Impact NW Equity and Empowerment Lens.
- JOIN Equity Statement.
- CCC Leading with Race: Research Justice in Washington County.
- Mapping Our Roles in a Social Change Ecosystem. Building Movement Project. Speak Out.
- NAO Equity & Inclusion Lens Guide.
- Northwest Health Foundation Equity Statement.
- Oregon Education and Investment Board Equity Lens and Vision Statement.
- PDC Equity Procedures.
- PGE Foundation Equity Statement.
- Portland Public Schools Racial Equity Lens.
- RACC Equity Statement.
- Race & Social Justice Initiative. Seattle.
- Race Forward.
- Race to Lead Revisited. Building Movement Project.
- The Management Center.
- White Dominant Culture by Tema Okun.
- White Supremacy Culture from Dismantling Racism: A Workbook for Social Change Groups by Kenneth Jones and Tema Okun.

How This Framework Came to Be:
- Developing a Racial Equity Framework was a key action in Write Around Portland's 2017-2020 Strategic Plan (grown from our 2017-2018 Racial Equity Assessment and subsequent Racial Equity Plan, which was folded into our organizational Strategic Plan).
- Executive Director, Elizebett (Liz) Eslinger, completed the first draft of this Framework in November 2020; Community Engagement Manager, Jenny Chu, reviewed in winter 2021. In spring 2021, Jenny and Liz completed a "test" of the Framework on the Conflict-of-Interest Policy and used the testing experience to refine the Framework.
- In summer 2021, all staff (Emily Garcia, Allison Specter, and Sarah Weller) reviewed and offered feedback on the Framework.
- The Write Around Portland Board of Directors (Chris Bodamer, Alex Larralde, Chenoa Philabaum, Kate Rood, Marisol Tawadros, and Reggie Wideman) reviewed the Framework in summer 2021 and voted to approve the Framework on September 15, 2021.