

RACE matters

ORGANIZATIONAL SELF-ASSESSMENT¹

Why Should I Use This Tool?

Because unequal opportunities and racial inequity are deeply embedded and usually not intended, producing equitable opportunities, operations and results requires being intentional.

What Will the Tool Accomplish?

It raises organizational awareness, starts focused conversations, contributes to the development of equity action plans, and tracks organizational change. Organizations that care about these issues can produce early results by using this tool.

How Do I Use It?

- Answer each question by circling the response that most closely applies. (For the section on staff competencies, decide if your focus is your own unit or the entire organization.)
- Add up the numbers associated with each answer to get your Racial Equity Score.
- Use the chart at the end of the tool to find out what your Racial Equity Score means for your next steps.

STAFF COMPETENCIES

- Staff are trained in and are **knowledgeable at the 101 level** about the range of barriers to equal opportunity and the depth of embedded racial inequities²—how they are produced and how they can be reduced.
0=None 1=Some 2=Almost All 3=All
- Staff have a **deep level of understanding** about barriers to opportunity and embedded racial inequities in their special area of focus—including critical data and information about how inequities are produced and how they can be reduced.
0=None 1=Some 2=Almost All 3=All
- Staff are comfortable and competent about discussing issues of barriers to opportunity and embedded racial inequities with relevant individuals and groups.
0=Rarely 1=Sometimes 2=Almost Always 3=Always
- Staff exhibit cultural competence in interactions with diverse groups.
0=None 1=Some 2=Almost All 3=All
- Staff disaggregate data by race in all analyses.
0=Rarely 1=Sometimes 2=Almost Always 3=Always
- A racial equity analysis is applied to **policy** issues.
0=Rarely 1=Sometimes 2=Almost Always 3=Always
- A racial equity analysis is applied to **practice** issues.
0=Rarely 1=Sometimes 2=Almost Always 3=Always
- Written materials reflect a knowledge and understanding of barriers to opportunity and embedded racial inequities.
0=None 1=Some 2=Almost All 3=All
- Staff can articulate the costs of failing to address barriers to opportunity and embedded racial inequities.
0=None 1=Some 2=Almost All 3=All

ORGANIZATIONAL OPERATIONS

- Removing barriers to opportunity and disparity/disproportionality reduction are explicit goals of the work and are articulated in a mission/vision statement.
0=None 1=Moving In That Direction 2=Yes
- The unit has an internal team that guides the ongoing work of removing barriers to opportunity and reducing racial disparity/disproportionality.
0=None 1=Moving In That Direction 2=Yes
- The organization's goals of reducing barriers to opportunity and racial disparities/disproportionality are reflected in resource allocations.
0=None 1=Moving In That Direction 2=Yes
- Investments promote capacity-building and asset-building for people and communities of color.
0=Rarely 1=Sometimes 2=Almost Always 3=Always
- Results of investments show opportunity for all and a reduction in racial disparities/disproportionality.
0=Rarely 1=Sometimes 2=Almost Always 3=Always
- The organization has a deliberate plan to develop and promote the leadership of staff of color.
0=None 1=Moving In That Direction 2=Yes
- The organization has regular trainings and discussions at the staff and/or board levels about removing barriers to opportunity and reducing racial disparities and disproportionality, both internally and externally.
0=None 1=Moving In That Direction 2=Yes
- The organization regularly assesses workforce composition by race/ethnicity and develops/implements strategies for increasing diversity at all levels.
0=None 1=Moving In That Direction 2=Yes
- The environment of the organization (food, art, holiday activities, etc.) is multicultural.
0=None 1=Moving In That Direction 2=Yes
- The organization has a mechanism in place to address complaints about barriers to opportunity and racial inequities in the workplace.
0=None 1=Moving In That Direction 2=Yes

NOW: Add up the numbers associated with each answer to get your Racial Equity Score.

My Racial Equity Score is _____.

FINALLY: Use the chart below to see what your next steps should be.

RACIAL EQUITY SCORE

NEXT STEPS

TOOLS THAT CAN HELP

<20

Become intentional

Make an emphasis on racially equitable results explicit in your unit's/organization's mission statement, and evaluate performance with this emphasis as a criterion.

Every tool in this Toolkit can help your organization become more intentional in its commitment to opportunity for all. But you may want to start with [How to Talk about Race](#) to decide HOW to talk about the issues. Sometimes organizations do not have intentional efforts to produce equity because they get stuck on debates related to language instead of action. You should also review the [Race Matters PowerPoint](#) to understand how becoming intentional changes the work you do.

20–29

Build staff/organizational capacity

If fewer points are in the area of Staff Competencies, identify opportunities for staff to better understand embedded racial inequities – how they are produced and maintained, and how they can be eliminated.

Staff competencies can be built using the [Race Matters PowerPoint](#), [What's Race Got to Do with It?](#), and the [Fact Sheets](#).

If fewer points are in the area of organizational operations, identify policies and procedures that should be improved to promote racially equitable results.

Organizational operations can be improved with the [Racial Equity Impact Analysis](#) and [System Reform Strategies](#).

30–39

Fine-tune staff/organizational capacity

See which items are scored lowest, and work on them.

Select relevant tools from the Toolkit based on the areas that need fine-tuning. To help you select the right tools, the [Race Matters Users Guide](#) lists every tool and what it will accomplish.

40–49

Mentor others!

Because one unit's or organization's success in promoting opportunity for all and reducing disparities is likely to be tied to others' performance, use what you've learned to help advance a racial equity approach for critical partners.

You are in a good position to go deeper on the issues by creating your own tools specific to your content area. The easiest place to start is by developing a "Fact Sheet."

1. Thanks to Ralph Bayard and Dine Watson for their input.

2. Embedded racial inequities are accumulated advantages for whites and accumulated disadvantages for people of color. These results come from the long term effects of public policies and institutional practices, the differential perceptions and images of people of color and whites, and the dominant norms and values that privilege one racial group over others.