Table 19-2. Equity Screening Review Tool		
	Procedural	Distributive	Structural
Programs/ Services	How was the target audience included in the design of the program? What actions will be taken to ensure that services and programs are physically and programmatically accessible and inclusive? What are the criteria for participation or receipt of benefits?	Is the program or service designed to meet the needs of underserved and underrepresented communities? If not what would need to be changed to ensure their equitable participation? How will program dollars be allocated to ensure inclusive and accessible service delivery? Does the cost structure of the program result in disparate use?/Does the fee structure of the service result in increased burdens for low-income communities?	Does this program/service create unintended consequences for communities that are underserved and underrepresented? How will they be mitigated? Is there an opportunity to extend additional benefits through this program/service that can help support the healing of past harms to communities? Does the program empower and build capacity of a community
Capital Investments	What are the criteria for prioritizing projects and investments? Does the data and information used consider the demographic, geographic and real-world experience of residents and businesses in the area? If data gaps exist, what are you using to guide decisions? What process will be used to get input from the community? How will you reach underserved populations?	Will the investment provide improved safety, health, access or opportunity for the communities who need it most? How will the underserved people who currently live and work in the area benefit from the investment?	What measures will be taken to mitigate the potential impacts of involuntary displacement in the project? How will business or employment opportunity created through the project be extended to communities of color, people with disabilities, and low-income people? How will community benefits be negotiated?
Regulation	Has analysis been done on the impacts to communities of color, people with disabilities, low-income populations, seniors, children, renters, and other historically underserved or excluded groups? How will impacted communities be able to learn about and understand changes with the regulation? How will the regulation be enforced?	Will the regulation provide improved safety, health, access or opportunity for the communities who need it most? How will the regulation alleviate any cost-burden for those who are already in a position where it is difficult to pay?	Does the regulation create or inhibit opportunity for communities of color, people with disabilities, and low-income populations? Will enforcement disproportionately negatively affect low-income communities or communities of color? How will this be mitigated?
Planning	How will impacted communities be involved in the planning process? What measures will be taken to ensure the process is fair and inclusive?	How does the plan prioritize and address the needs of the most impacted or vulnerable in the community? Does the plan improve safety, health, access or opportunity for the communities who need it most? How will resources shift to ensure equitable implementation of the plan?	What measures will be taken to mitigate the potential impacts of involuntary displacement? How will policies support community development? What support is needed to build the community's ownership and self-determination with the plan?

a. Procedural equity—ensuring that processes are fair and inclusive in the development and implementation of any program or policy
b. Distributive equity—ensuring that resources or benefits and burdens of a policy or program are distributed fairly, prioritizing those with highest need first.
c. Structural equity—a commitment and action to correct past harms and prevent future negative consequences by institutionalizing accountability and decision-making structures that aim to sustain positive outcomes
Source: BPS Presentation, Climate Action Plan and Equity: Connecting the Dots with the Community

Table 19-3. Equity Screening Question Matrix	
Evaluation Question	**Response**
1. What issue/problem/risk is the action designed to address? And what are the expected benefits?	Issue:
	Benefits:
2. Who is the target audience/beneficiary for this action? Who is affected if no action is taken?	
3. How would you classify the mitigation action? (Programs/Service; Capital Investment; Regulation; Planning). *Refer to questions in table above based on your answer to this question.*	
4. Will any community groups be involved in the design/implementation of this action? (i.e. potential partners)	
5. Will this action reduce risk from natural hazards for the following groups? How?	
Communities of color	
Persons with disabilities and/or access and functional needs	
Households with limited English Proficiency	
Renters	
Economically disadvantaged families	
Seniors (age 65 or older)	
Children (under 15 years of age)	
6. How could this action benefit the following groups? Or How could this action be modified so that there are benefits?	
Communities of color	
Persons with disabilities and/or access and functional needs	
Households with limited English Proficiency	
Renters	
Economically disadvantaged families	
Seniors (age 65 or older)	
Children (under 15 years of age)	
7. How could this action burden/negatively impact/leave out the following groups, for example through communication, transportation, physical or programmatic barriers?	
Communities of color	
Persons with disabilities and/or access and functional needs	
Households with limited English Proficiency	
Renters	
Economically disadvantaged families	
Seniors (age 65 or older)	
Children (under 15 years of age)	
8. If you have identified burdens, barriers, or negative impacts, or opportunities for benefits please revisit the action to identify strategies to reduce or eliminate burdens or negative impacts; remove communication, transportation, physical or programmatic barriers; or enhance potential benefits.	
9. Have you identified a performance metric for evaluating progress on this action? How will you know when this action is complete? (please provide) Have you considered outcomes for communities of color, people with disabilities, low-income families, people with limited English proficiency, renters, seniors, and children?	

TETRA TECH