

# FAQS

We are excited for your interest in participating in our pilot to use Alexandria's Racial Equity Tool! Please use this Frequently Asked Questions to help clarify key aspects of the pilot. For more questions, please download the **Interest Form** or reach out to Kim Hurley at [Kim.Hurley@alexandriava.gov](mailto:Kim.Hurley@alexandriava.gov).

## 1 What is the Racial Equity Tool?

The Racial Equity Tool is a tool that the Office of Race and Social Equity co-created with a Leadership Team of committed multi-racial government staff and community partner organizations to help government agencies, the City Council, and community partners apply a racial equity lens in process and outcome to their projects, policies, initiatives, and other work projects.

## 2 How does the Racial Equity Tool benefit me?

This pilot program is an opportunity for your team to receive specialized support in applying a racial equity lens to your work! You will not only receive the first version of the Racial Equity Tool, you will also receive specialized training, and monthly technical assistance and coaching from practitioners in the Office of Race and Social Equity. As you use this tool with your team, you will not only grow individually and collectively, but you will also be able to help the Office of Race and Social Equity strengthen the tool before its city-wide launch! Most importantly you will be working to advance racial and social equity in decision making that impacts historically marginalized populations.

## 3 How long is the pilot?

The pilot will officially start in April 2023 and conclude by September 2023.

## 4 What will I learn in the pilot?

Your team will work directly with the Office of Race and Social Equity to receive training on racial equity and on how to use the tool. There will also be specialized coaching and technical assistance support to help your team use the tool within your own context. Your team will understand how to embed racial equity within the work of your organization.

## 5 What are the key milestones in the pilot?

There are many milestones in the pilot, from April 2023 to September 2023. Some top ones include:



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## What is the point of this pilot?

The purpose of this pilot is to act as a “soft-launch” of the Racial Equity Tool and to test real world application of the process and benefits intended in its design. The hope is for your team to use the pilot to share feedback on how the tool can be strengthened before its city-wide launch in the Winter of 2024.

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## How should I determine which project to select for my proposal?

You can select any project that you would like to work on. The Racial Equity Tool was made to be as flexible as possible, regardless of the topic or scope of your project. Here are some recommendations to help you select your project:

- Make sure that there is a team that will help design and implement the project instead of it just being a “one-person job.”
- Make sure that the project has not already started, if possible. This will allow the team to use the Racial Equity Tool from the beginning to the end.
- Make sure that there is flexibility in the timeline of the project. This will allow your team to receive coaching and change the course of the project as needed.

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## Who on my team should apply?

We invite the application process to be communal but ask that regardless of the make-up your team takes on, that those directly involved in the pilot be a part of the submissions process. Typically, for the city government, agency directors may be involved in the process and work directly with program managers participating in the pilot. For community partner organizations, you may prefer for program managers participating in the pilot to complete this directly or work directly with executive team members to submit your 1–2-page response. [Click here for the interest form](#) to see the four questions that we are requesting your team to respond to.

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## What would be an ideal size for a team?

We understand that each project is different and requires a different set of support. With that said, we ask that teams be no larger than 10 people, so that we can provide specialized technical assistance to your team in a way that makes a meaningful impact.

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## Should I apply even if my team is new to racial equity?

YES! We value your desire to learn more about racial equity. The Racial Equity Tool can and should be used by a variety of teams at different places on their racial equity journey. All we ask is that you can demonstrate that your team has SOME level of training for racial equity, whether that is one training, a series of intro trainings, a series of informal or formal conversations about race and racism, and/or ongoing staff education (i.e. book clubs, roundtables, etc.). If you are just starting out, the Racial Equity Tool will be a good next step to help your team implement racial equity in your work!

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## Should I apply even if my team has already begun implementing racial equity in our work?

YES! Teams that are further along in their racial equity journey likely have had to invent tools as they go and pave their own way. This Racial Equity Tool and accompanying pilot will provide the much-needed support that will ensure that you all are implementing racial equity in your programs, policies, initiatives, and much more in an effective way that is truly anti-racist. In addition, you will have a chance to finally receive additional support in the form of technical assistance and coaching. Participating in this pilot program will strengthen the foundation that your team has already created!