Putting Equity into Practice: Assessing the Utility and Feasibility of an Equity Impact Assessment for Implementation Resource Development

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INTRODUCTION

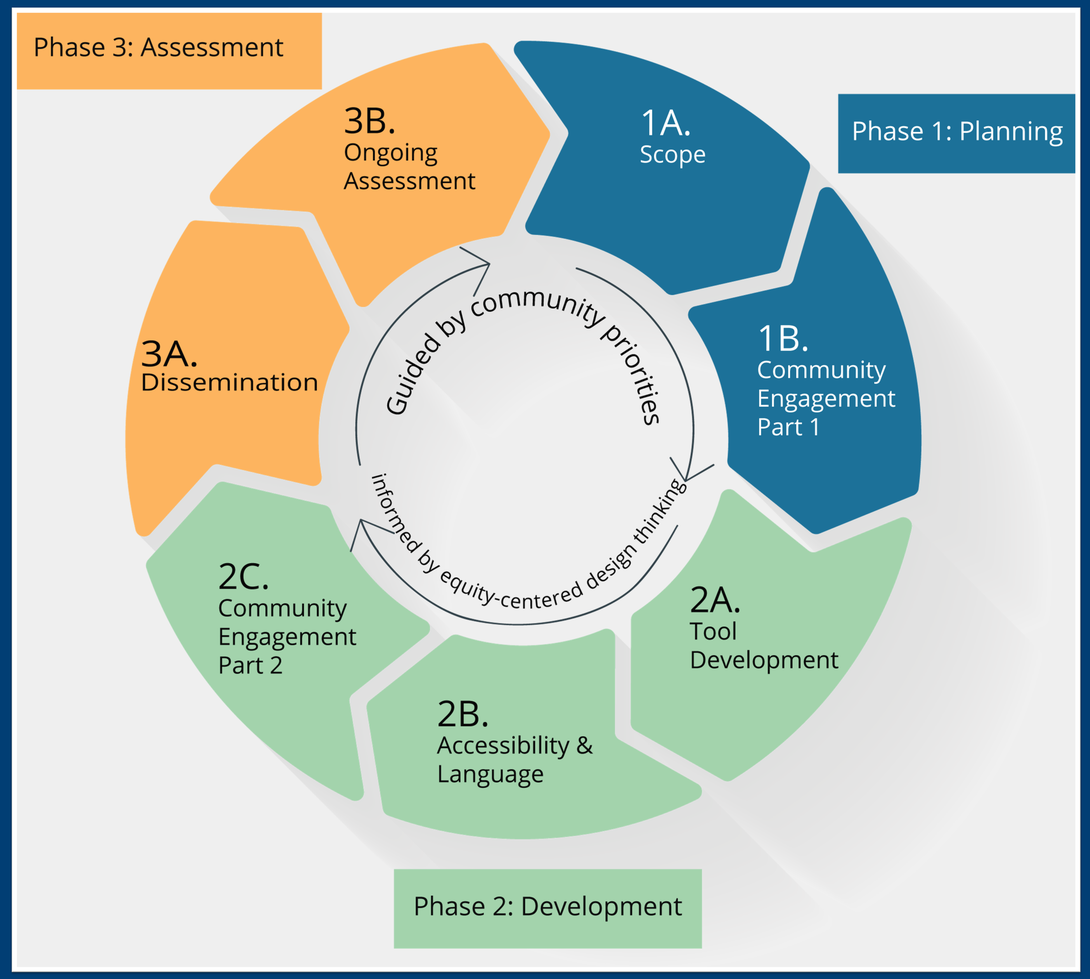
The Equity Impact Assessment (EIA) is a proposed process, based on best practices, guided by key principles of community engagement, equity-centered design thinking, and racial equity to prioritize the equitable scale-up of evidence-based interventions. Applying an equity lens in implementation practice is essential to addressing and ameliorating barriers to access. The EIA provides a method for developing and disseminating implementation support tools in an equitable, accessible, and user-friendly manner.

OBJECTIVE

Describe key takeaways of a retrospective administration of the ICTP Tools and Resources Equity Impact Assessment.

METHODS/ STRATEGIES

The evaluation team conducted a focus group (n=5) with an internal project team. Participants were asked to retrospectively reflect on the facilitators and barriers to using the EIA equity best practices in their tool development process. The focus group participants were also asked to respond to questions about the utility and feasibility of the EIA tool.



DISCUSSION

- Organizational and/or team culture matters
- Start applying equity best practices at the planning and scoping phases of the project

IMPLICATIONS

- Psychological safety and organizational culture inform how successful workgroups can be in applying an equity lens to their work.
- Equity Impact Planning and Process Assessment might be a more apt title.

Take a picture to **download** the **full tool**

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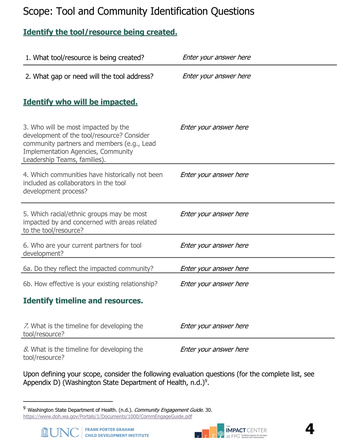
Appendix D: Evaluation of Tool Development Process



Scope: Tool and Community Identification Questions

Identify the tool/resource being created.

1. What tool/resource is being created?	*Enter your answer here*
2. What gap or need will the tool address?	*Enter your answer here*

Identify who will be impacted.

3. Who will be most impacted by the development of the tool/resource? Consider community partners and members (e.g., Lead Implementation Agencies, Community Leadership Teams, families).	*Enter your answer here*
4. Which communities have historically not been included as collaborators in the tool development process?	*Enter your answer here*
5. Which racial/ethnic groups may be most impacted by and concerned with areas related to the tool/resource?	*Enter your answer here*
6. Who are your current partners for tool development?	*Enter your answer here*
6a. Do they reflect the impacted community?	*Enter your answer here*
6b. How effective is your existing relationship?	*Enter your answer here*

Identify timeline and resources.

7. What is the timeline for developing the tool/resource?	*Enter your answer here*
8. What is the timeline for developing the tool/resource?	*Enter your answer here*

Upon defining your scope, consider the following evaluation questions (for the complete list, see Appendix D) (Washington State Department of Health, n.d.)[9].

[9] Washington State Department of Health. (n.d.). *Community Engagement Guide*. 30. https://www.doh.wa.gov/Portals/1/Documents/1000/CommEngageGuide.pdf

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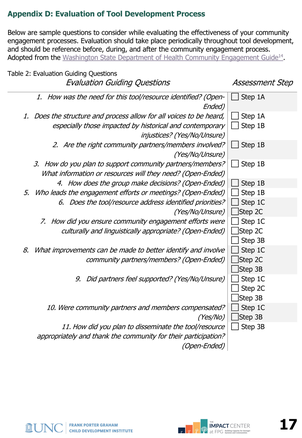
Scope Section of Equity Impact Assessment



Appendix D: Evaluation of Tool Development Process

Below are sample questions to consider while evaluating the effectiveness of your community engagement processes. Evaluation should take place periodically throughout tool development, and should be reference before, during, and after the community engagement process. Adopted from the Washington State Department of Health Community Engagement Guide[9].

Table 2: Evaluation Guiding Questions

Evaluation Guiding Questions	*Assessment Step*
1. How was the need for this tool/resource identified? (Open-Ended)	☐ Step 1A
1. Does the structure and process allow for all voices to be heard, especially those impacted by historical and contemporary injustices? (Yes/No/Unsure)	☐ Step 1A ☐ Step 1B
2. Are the right community partners/members involved? (Yes/No/Unsure)	☐ Step 1B
3. How do you plan to support community partners/members? What information or resources will they need? (Open-Ended)	☐ Step 1B
4. How does the group make decisions? (Open-Ended)	☐ Step 1B
5. Who leads the engagement efforts or meetings? (Open-Ended)	☐ Step 1B
6. Does the tool/resource address identified priorities? (Yes/No/Unsure)	☐ Step 1C ☐ Step 2C
7. How did you ensure community engagement efforts were culturally and linguistically appropriate? (Open-Ended)	☐ Step 1C ☐ Step 2C ☐ Step 3B
8. What improvements can be made to better identify and involve community partners/members? (Open-Ended)	☐ Step 1C ☐ Step 2C ☐ Step 3B
9. Did partners feel supported? (Yes/No/Unsure)	☐ Step 1C ☐ Step 2C ☐ Step 3B
10. Were community partners and members compensated? (Yes/No)	☐ Step 1C ☐ Step 3B
11. How did you plan to disseminate the tool/resource appropriately and thank the community for their participation? (Open-Ended)	☐ Step 3B

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RESULTS

- Tool is useful
- Experience will be a driver for incorporating more equity best practices in future tool development processes
- Feedback to increase utility by shortening and making a digital format available

ACKNOWLEDGEMENTS

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1. Frank Porter Graham Child Development Institute
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