



BUDGET EQUITY TOOL WORKSHEET

Multnomah County's budget tells the story of how we serve our community while addressing the pervasive disparities we see across our community.

This worksheet follows the [FY25 Budget Equity Tool](#) - used to walk through writing a program offer using an equity lens. The expectation is all departments involve their equity leaders in this process.

What are the general details of the proposed Program Offer?

THREE KEY FOCUS AREAS

1. Focusing on process and practices at the program level

This could include using data to assess racial disparities for client populations, meaningful engagement/client feedback for quality improvement, and targeted culturally specific strategies and programmatic design.

Consider the following questions	Responses
What is the program goal (short/long term)?	
What does this program do (what are the operations of this program)?	
What is the population that this program seeks to serve? What are the demographics of program participants? Is the program designed to address racial or other disparities?	
Where is the program located or do program participants typically reside in certain areas of the County?	
How do people access this program? What is the intake process? Are there eligibility requirements?	
Have there been any major changes or are there anticipated changes?	
How does this program engage with or specifically reach populations most disparately impacted by the challenges this program addresses?	
How have clients/consumers/those in our care influenced the programmatic design?	

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2. Data and outcome measures

Program offers currently include both output and outcome measures. It is imperative that we continue to ask whether the programs we invest in are getting the best results for the investment.

Consider the following questions	Responses
What adjustments/additions could be made to how program outcomes are measured to help us make more informed decisions about program effectiveness regarding inclusion or racial justice?	
What data do you use to analyze racial disparities for your service population?	
Are there gaps in data collection and how could they be resolved?	

3. Department level

Departmental budgets explain how our organization is working to address specific issues and experiences in our community. Multnomah County has consistently asked departments, in their departmental transmittal letters, to incorporate and describe the ways that their departmental budgets reflect our organizational commitment to advancing equity.

Consider the following questions	Response(s)
What was your department's decision process? Who was involved? How was equity considered?	
How was your Equity Manager involved in the budget process? How was your departmental Equity Team and/or Community Budget Advisory Committee involved in the process?	
If reductions are proposed, who will bear the burden of a proposed spending reduction or program cut? What are the demographics of participants and staff directly impacted by a budget reduction?	
If proposing increased funding or new funding, how did you determine how to spend any additional funding? Is increased funding being allocated to target disparities?	

If General Fund resources are significantly reallocated, how did you make that determination? What are the impacts of the reallocation on services, program outcomes, and equity? How were equity principles considered in the reallocation?