

**Attachment A: Office of Racial Equity Work Plan**  
**Jan 2022 - June 2024**

Our VISION is a City of San Jose in which all people in our community and organization thrive and where no racial disparities exist.  
 Our MISSION is to support the City to embed a racial equity practice and embody a culture that sustains it.  
 We Commit to Being: Courageous, Collaborative, Compassionate, Accountable, Inclusive

Objectives & Strategies	PROGRESS	Performance Measures	Outputs
<b>Objective 1: Normalize and culturalize racial equity, inclusion and belonging principles in the City Organization.</b>			
1. Develop Foundational Racial Equity Training for City workforce	Completed	80% of employees report that they understand their role as a public servant in advancing racial equity; 80 % of employees report they feel comfortable talking about racial equity at work	5200 City employees completed mandatory, foundational racial equity training in the Spring of 2022; New employees watch training within 30 days of hire
2. Facilitate a Council Study Session on Racial Equity	Completed	100% of participants stated that they understand the connection between racial equity, diversity, and inclusion and how it affects the organizational culture at the City of San Jose; Participants rated themselves an 7/10 (avg score) on their level of comfort when discussing race and/or racialized experiences	1 study session; 25 participants
3. Develop and implement program for City Leadership	In Progress	(TBD - Consultant to provide performance measure)	8 participants ; 5 hours of group learning session
4. Plan and Host Welcoming Interactive (WI) Conference	Completed	72% of surveyed participants said their experience on community tours was excellent/very good 92% of surveyed participants stated the three breakout sessions hosted by ORE were excellent/very good	5 community tours 650+ WI conference participants
5. Provide ORE Briefing sheets to Council Members	Ongoing	% of Council Offices that rate the briefing sheets "informative" and "very informative" (survey will be distributed in Dec 2023)	22 briefing sheets total to City Council 140 community partner events highlighted 58 racial equity and immigration resources/tools referenced
6. Incorporate overview of racial equity work in New Employee Orientation	Ongoing	Y/N	23 ORE presentations
7. Implement Immigration Spotlight Series	Ongoing	100% of cbo partners presenting feel the spotlight is beneficial/helpful for their organizations and community they serve	22 community partners highlighted in the Spotlight Series 13 Spotlight events; 400+ Spotlight Series views
8. Organize United Against Hate events	Ongoing	Y/N	15 attendees at UAH screening 4 partner organizations collaborated on event 190 viewers of UAH Spotlight Panel 3 partner organizations collaborated on event 13 social media posts of ORE publicized-UAH events and 71 online audience engagements
9. Provide trainings to reinforce foundational concepts	Ongoing	On average, participants have rated 4.3/5 of quality of training and materials	15 of trainings offered by ORE; 410 of employees who have voluntarily taken additional ORE trainings
10. Develop "statement of values regarding racial and social equity, inclusion, and racial and social justice to provide guidance to City" (Charter)	Not Started	Y/N	Y/N Statement approved by Mayor and City Council
<b>Objective 2: Establish and maintain infrastructure and organizational capacity to support City's commitment to eliminate inequities</b>			
1. Support the development and implementation of Racial Equity Action Plans (REAPs)	In Progress	82% of Departments with active or in progress activities related to their racial equity action plan	18 REAPs developed; 123 activities completed
2. Support City depts in the organizing of Equity Action Teams or equivalent	In Progress	% of depts teams that meet monthly	13 of Departments with active Equity Action Teams
3. Provide technical assistance, consultation, and coaching to departments to proactively consider equity impacts	Ongoing	N/A	45 ORE consultations with City Departments
4. Fill vacant ORE positions	Completed	85% vacancies filled	Y/N Hire and onboard Inclusion and Belonging Manager and SEA
5. Promote and advocate for equity managers in each department	Ongoing	14% of depts with Equity Manager or equivalent	3 Equity Managers citywide
6. Develop and implement a training plan	In Progress	67% of training plan implemented by June 2023	410 number of participants in training events

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<b>Objective 3: Establish equity practices that create a welcoming and inclusive environment that allows immigrants, residents of color, and all people in SJ to thrive.</b>			
1. Develop and implement Budgeting for Equity Worksheet (BEW)	Completed	82% of respondents understand why BEW can be used to identify inequities and solutions	100% of Depts that complete BEW; 3.8/5 Rating on knowledge of Budgeting for Equity Worksheet
2. Develop and publish Racial Equity Impact Assessment Guide (REIA)	Completed	Following a training, 94% of participants reported they were confident in applying a racial equity framework to better outcomes for all while addressing racial inequities	# of Departments regularly incorporating racial equity considerations in Council memorandums (TBD)
3. Develop and implement Candidly Speaking Series	In Progress	<b>City Sessions:</b> % of participants rated the dialogue excellent/good % of participants agreed/strongly agreed the dialogue is helpful in their work/life <b>Community Sessions:</b> 100% of surveyed participants rated the dialogue excellent/good 80% of surveyed participants agreed/strongly agreed the dialogue is helpful in their work/life	<b>City Sessions:</b> # of staff that attend Candidly Speaking dialogue % of senior and exec staff that attend a Candidly Speaking dialogue <b>Community Sessions:</b> 75 community members present at Candidly Speaking dialogues 1 community partner hosted Candidly Speaking dialogues
4. Provide free bystander training and strategies for intervention to stop a hate crime or incident	Not Started	% of participants that rate the sessions as "good" or better	# of participants at bystander trainings; # of views of bystander trainings (if recorded)
5. Provide safety kits to Senior Nutrition Program participants and CBOs service AAPI older adults	Completed	N/A	2390 of kits completed and distributed
6. Conduct a "Stop AAPI Hate" art-based solidarity campaign	Completed	N/A	110 participants submitted art to the "Are You Blue" art campaign 225 ppl attended the opening exhibit of "Are You Blue" art campaign 1000 overall gallery views of exhibit of "Are You Blue" art campaign 35 attendees at the "AAPI Healing Collective" Panel Event 8 partner orgs/agencies who participated/supported event
7. Support Rapid Response Network in providing legal and navigation services to immigrants	Ongoing	Protect the rights of undocumented people	# of RRN hotline calls TBD by June 30, 2023
<b>Objective 4: Improve immigrant access to City information and services, and augment immigrant participation in civic life.</b>			
1. Design and appoint a San Jose for All Advisory Group	Completed	N/A	12 <i>San Jose for All</i> Advisory Group members appointed by June 2024
2. Develop and implement OnlyinSJ Civics Curriculum	In Progress	% of participants that rate the sessions as "good" or better; % of participants feel more confident engaging w/ the City of San Jose .... (survey will be distributed after completion of program)	# of community members attending Multilingual Civics Masterclass
3. Support the Mega citizenship workshop through countywide marketing and outreach	Completed	12% increase in number of LPRs screened	782 individuals pre-screened and received naturalization education 160 individuals attended the event 108 individuals completed applications (81 applied for fee waivers)
4. Facilitate access for microenterprises to local government contracts	In Progress	% increase the number of small POC owned businesses that secure City contracts	# of City contracts awarded