



# Equity Lens ABCs

## IMPLEMENTATION TOOLKIT

This tool is designed to support individuals, units and project teams in the intentional thinking and action required to apply equity considerations to the development of a policy, project, event, decision, etc. at the University of Victoria including activities in support of the Equity Action Plan (EAP).

### Overview

The goals of the [Equity Action Plan](#) provide strategic direction to advance equity, diversity and inclusion, and to create the conditions in which everyone feels a sense of belonging at the University of Victoria. The EAP also asks us to embed those same principles in how we carry out the work needed to achieve these goals.

The Equity Lens ABCs is a practical analytical tool that is meant to be applied during the planning stage of any initiative/activity. By answering the six main questions with the help of the additional prompt questions, teams will be able to identify new equity considerations and determine opportunities to increase equity and mitigate bias in decision-making.

Because this tool is a series of questions and not a list of answers or directives, it is important to bring together the right group of people to engage in these discussions and ‘brainstorm’ subsequent action. For some considerations on who to engage while using this tool refer to the [Equitable Engagement for Implementation resource](#).

Since different considerations will have more relevancy at certain stages of your planning, this tool is best used when revisited throughout activity planning and not only once planning is ‘complete.’

### Why use the Equity Lens ABCs?

Equity is not simply a check mark added to existing ways of working. In many cases embedding equity will require trying new ways of doing things.

Despite our intentions, when we design a project, plan an event or review a policy we all bring with us our biases, opinions and lived experiences that shape our decision making. Self-reflection can be a helpful starting place for reducing bias but using an analytical tool can support your team to avoid falling back on existing patterns and instead find creative solutions to address barriers to equity.

Before you dive into using the tool, consider: How does your personal and professional experience and role at UVic impact your perception of this initiative/activity?

### Questions?

Find the Implementation Framework and full list of tools on the [Equity Action Plan website](#). If you get stuck or are not sure what the next step is for your unit, help is available. The Equity Action Team can assist with coaching and troubleshooting. Email us at [equityaction@uvic.ca](mailto:equityaction@uvic.ca)

\* Throughout this tool ‘this\*’ will refer to whatever activity, project, proposal, decision, etc. that you are assessing for equity considerations.

Equity ABCs	Questions for analysis	Questions for action
<b>A: What Assumptions are you making?</b>	<ul style="list-style-type: none"> <li>• What assumptions have influenced this*?</li> <li>• What biases (positive or negative), norms, or stereotypes are informing your assumptions?</li> </ul>	<ul style="list-style-type: none"> <li>• What actions have been taken to address assumptions?</li> </ul>
<b>B: Who does and does not Benefit?</b>	<ul style="list-style-type: none"> <li>• Who is affected—positively, negatively, or not at all—by this*?</li> <li>• Are generalizations being made that could lead to various groups falling through the cracks of this*?</li> <li>• How has this* considered impacts on members of historically and systemically marginalized groups?</li> </ul>	<ul style="list-style-type: none"> <li>• What actions are being taken to address the potential negative impacts?</li> <li>• Is there or does there need to be other work to support those that may not benefit/have different needs?</li> </ul>
<b>C: Who was Centered in the planning and development?</b>	<ul style="list-style-type: none"> <li>• Who was this* designed for, by, with and without?</li> <li>• Did you consult those who will be directly affected by this*?</li> <li>• Were mis or underrepresented groups included in your decision making and planning?</li> </ul>	<ul style="list-style-type: none"> <li>• What actions will be taken to address any of the gaps identified?</li> </ul>
<b>D: What Data did you consider?</b>	<ul style="list-style-type: none"> <li>• What research, data, other information did you consider while planning this*?</li> <li>• What can be learned from other units or institutions doing similar work?</li> <li>• Is your data disaggregated by various intersections such as sex, gender, ability, race, ethnicity, indigeneity?</li> <li>• What data is missing or unavailable?</li> </ul>	<ul style="list-style-type: none"> <li>• How has the data that has been gathered informed this*?</li> </ul>
<b>E: How will you Evaluate for impact?</b>	<ul style="list-style-type: none"> <li>• How will you assess intended and unintended impacts?</li> <li>• What are the specific ways this* is expected to reduce barriers and advance equity?</li> <li>• How is this* supporting systemically and historically marginalized communities?</li> </ul>	<ul style="list-style-type: none"> <li>• How will your assessment(s) inform this*?</li> <li>• What actions will you take to increase transparency?</li> </ul>
<b>F: What has been learned for the Future?</b>	<ul style="list-style-type: none"> <li>• What effective practices can be recommended for other initiatives and departments?</li> </ul>	<ul style="list-style-type: none"> <li>• What actions will you take to share learnings from this*?</li> </ul>

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