CIE Data Equity Framework
System Design Reflection and Planning Worksheet

October 2021

Use this worksheet as a guide for strategic visioning to reflect on your institution's (organization, intervention, or program) current system, identify where your institution is in its journey to champion data equity and justice, and plan for action to work towards a liberatory model.

This exercise is divided into four sections:

- Institutional Reflection
- Individual Reflection
- Current State of System Design
- Plan for Action

Institutional Reflection

1. In what ways does your institution (organization, intervention, or program) commit to anti-racist practices?

2. Does your organization, intervention, or program leadership represent the impacted community or the institution? Why or why not?

3. How do the most impacted populations actively participate in decision-making in your organization, intervention, or program?

Beneficiary of the System

4. Which stakeholder(s) have decision-making rights and power in the design of services, intervention or programs?

5. Based on your answer to #4, how are decision-making rights granted? Who grants those decision rights?

6. Based on your answer to #4, assess who benefits most from your work (the institution creating the intervention or the most impacted populations in the community)? Why?

Impact on Oppressed Community

7. How are the most underserved/vulnerable populations in your community experiencing and benefiting from your institution's services?

8. Are individuals from the community receiving more agency and feeling empowered to shape or exude leadership over the intervention?

9. How is the program/intervention/solution facilitating community ownership or autonomy over the program/intervention/solution?

Strategy to Address Harm

10. Does the program/intervention/solution have a clear intention and strategy to reduce or address community harm?

11. If yes, how? What harms are being reduced? What are the program/intervention/solution's intentions and strategy aimed at reducing or addressing harm? What is the evidence that it is actually reducing or addressing harm?

12. If not, what harms are present/being created? What are the barriers to declaring an intention and developing a strategy along these lines?

Individual Reflection

13. What aspects of your work are more equity-empowered or liberatory? What steps did you take to move past the limiting barrier?

14. How much influence do you feel you have in the programmatic/service delivery decisions made by your organization?

15. How do you share power with others?

16. In some instances, what stops you from sharing power with others?

17. How do you respect and honor the existing power of the community and the most marginalized in your work?

18. What sometimes hinders you from respecting and honoring the power present in the community, particularly the most marginalized in your community?

19. How do you prioritize the needs, priorities, and desires of the most marginalized over your needs, priorities, and desires?

20. In some instances, what causes you to prioritize your needs, priorities, and desires over community?

21. What are your anti-racist commitments?

22. How do you hold yourself accountable to those commitments?

23. Review the first four system types. Using the table below, list out which aspects of your work range from predatory to ally-designed? What would it take to move past the limiting barrier?

Predatory	Passive
Savior-Designed	Ally-Designed

Current State Of System Design

24. What type of system design best represents your local data sharing?

25. What type of system design best represents your local community governance structure?

26. What influencers have contributed to your current state? Why do you believe you are there?

Action Plan

Now that you understand your current state, you are positioned to be more aware of how to take the next step towards designing a system that benefits the community. Use the following questions to develop goals and plan next steps.

27. Rate your desire to move to an equity-empowered model. (rating scale) Explain.

28. Rate your desire to move to a liberatory model (rating scale). Explain.

29. What perceived barriers or challenges must you overcome to move towards a community-driven system design?
    - List the internal forces.
    - List the external forces.
    - What goals have you identified for your system design?

30. What partnerships, decisions, infrastructure, funding policy etc. need to be in place to reach your desired system design goals?

31. What action steps can be taken in order to ensure you are moving towards an equity empowered model? In the near-term? A year from now? Two years from now?

32. What action steps can be taken in order to ensure you are moving towards a liberatory model? In the near-term? A year from now? Two years from now?

33. How can your organization, intervention, or program develop an accountability structure to ensure that the movement towards an equity-empowered model is achieved?
    - How can your organization, intervention, or program develop an accountability structure to ensure that the movement towards a liberatory model is achieved?
    - Who should you collaborate with to develop this accountability structure?

34. What is your approach to restorative justice when harm is committed towards marginalized/ impacted communities?
    - How does the community verify and validate that the restorative justice act was meaningful to the harmed community?