



## RACIAL EQUITY BUDGET TOOL

Date Submitted: 7/15/20

Department: UW Extension 9910

*Please note: each response field below has a 2,500 character limit.*

### STRATEGIC OBJECTIVE CATEGORY 1: DIVERSE & INCLUSIVE WORKFORCE

#### **What activities are you doing to attract and retain a diverse and inclusive workforce in your department? What are the associated costs of these activities?**

- The office has 29 full and part-time employees, one is county employed and 28 are state employed. Twenty 23 employees are women (79%) 6 employees are men (21%). 3 employees are African American (10%), 3 employees are Latinx (10%), 1 employee is Asian (3%) and 22 employees (77%) are white. Two of the seven (29) employees in the Professional Services contract are African American. Two of these positions are currently vacant due to state budget concerns due to COVID-19.
- We share job announcements with partners and organizations in the community that serve underrepresented audiences including the north and south sides of the City of Milwaukee and communicate job announcements with them. We have a list of these partners and organizations for record keeping and consistency in this effort.
- We review job descriptions and craft position responsibilities to align with local needs in Milwaukee County. We emphasize to UW-Madison, that although it is state position, the employee works in Milwaukee County.
- We utilize grant and contract projects that provide opportunities to retain interns with longer term employment possibilities and attract and retain community members. We have two external funding opportunities in 2021 that will help this move forward (Returning Citizens Program and USDA Children, Youth and Families at Risk (CYFAR).)
- We will explore options to compensate multilingual colleagues for interpretation and translation services. We will continue to utilize the translation and interpretation services of UW-Madison Extension Office of Access, Inclusion, and Compliance.
- Area Extension Director will work with UW Madison Extension Human Resources to identify specific minority job fairs to solicit qualified job applicants for urban Extension positions. The associated cost of these activities is measured by our intentional effort to build a culture of change in our department. These efforts will require time in creating new processes and implementing these processes to move forward.

#### **How do you use professional development and advancement opportunities to advance equity in your department's workforce? What resources are used to support these opportunities for professional development and advancement?**

- In 2021, we plan to engage the entire team in professional development trainings that enhance knowledge and behaviors toward racial equity in hiring, advancement, and retention. We will also seek resources outside of UW Madison Extension for this training.
- We partner with the Southeast Wisconsin Master Gardeners Association who provides scholarships to enable diversity of participation in our volunteer training. In our 2021 County Budget, we project a total of 410 master gardener volunteers who reside in Milwaukee County.
- Extension programming in Milwaukee County is highly dependent on community partnerships and volunteer support. Volunteers are an important part of our teamwork. We need to explore opportunities to compensate people who may not have the ability to volunteer their time to help with outreach in the community.

Resources: Office of Violence Prevention, Community Advocates, UW Madison Extension, Office of Access, Inclusion, and Compliance

## STRATEGIC OBJECTIVE CATEGORY 2: PEOPLE-FOCUSED DESIGN

### **How and when have service users, particularly users of color, and other key stakeholders been engaged to inform decisions about your requested budget (Who was involved, what was the forum, what were the results)?**

- Newly hired Professional Services staff are required to engage community stakeholders and residents in developing a local needs-assessment that will guide their programming. This was most recently done for the Positive Youth Development Program.
- The FoodWise program at the State level is planning to budget and invest in co-creation of curriculums and culturally-relevant curriculums in their next 3-year plan. We will continue to emphasize the urban needs of Milwaukee County when working with our state colleagues as these plans moves forward.
- The Community Urban Garden program projects it will serve 1,700 Milwaukee County residents in 2021, most of whom are ethnic minorities. After the growing season, we plan to hold a forum/focus group to gather input from our clients on the services we provide, and use this information to assess our current level of services. Additional efforts will be made to engage a group of Hmong micro-farmers with a possible partnership with the Wisconsin Hmong Chamber of Commerce.

Note: Educators on the Professional Services Contract are paid with a combination of county, state and grant funds. The FoodWise program is funded with federal dollars, and the Community Urban Garden program is funded with state dollars and garden rental fees.

### **What are the multi-lingual needs of your department's service users? How do you use your budget to meet these language needs?**

- Our current department language needs are translation and interpretation services for Spanish, Hmong, and the Lao languages.
- The UW Madison Extension Office of Access, Inclusion and Compliance provides translation services to our department for a charge, and also provides our department with a language access phone line service. The cost is paid with state dollars or with program generated revenue.
- We will explore options to compensate the multilingual staff in our office for interpretation and translation services.
- The FoodWise program has budgeted \$2,000 in federal funding for 2021 for multilingual needs.
- Not having access to curricula that is culturally appropriate and available in multiple languages is currently a barrier in engaging with diverse populations who live in Milwaukee. We will continue to advocate for culturally-appropriate curricula, multilingual curricula, and assertively seek to hire linguistically and culturally-sensitive educators. We are working with the UW Madison Extension Office of Access, inclusion and Compliance for interpretive services and culturally responsible information.

## STRATEGIC OBJECTIVE CATEGORY 3: EMPLOYEE PERSPECTIVE

### **Our employees can be a great resource for innovation and knowing what is working well and what needs work. Have you engaged a diverse group of frontline employees to inform decisions about your proposed budget changes? If yes, how was input solicited, who was involved, and what were the results?**

This year, the Area Extension Director met with educators on the Professional Services Contract (PSC) to discuss what is needed most to support their programming. Their input helped to retain two positions in the contract that will be community-focused. They also drew attention to the need for adequate professional development funds in support of community engagement and racial equity education. The educators on the Professional Services Contract are funded by county, state, and federal grant dollars.

## STRATEGIC OBJECTIVE CATEGORY 4: IMPROVED PERFORMANCE & EQUITABLE PRACTICE

**Describe ways in which racial and economic data was used to prioritize resource distribution. (Data can include sources found in the resources section of this tool, department collected data, or any other relevant data from other sources.)**

Our department utilizes U.S. Census American Community Survey data to analyze county demographic trends. We are anxiously awaiting release of the 2020 US Census data in the spring of 2021.

As a result of COVID-19, we have embarked on a county mapping project that is providing detailed information at zip code and census tract levels across the county. We are specifically focusing on low-income areas with food deserts and people of color. This project is a joint effort by our Milwaukee County FoodWise staff, UW Madison Extension state specialists, and the UW Madison Applied Population Laboratory. +

**What are the positive or negative racial equity implications of your proposed budget changes? For reference departments may refer to the “Form 1 – Major Changes” tab of your Supplemental Forms 2021 spreadsheet. Any change with identified impacts should be described.**

The 2021 Professional Services Contract (PSC) increased by 2 percent to cover increasing state costs. Despite our county budget remaining flat, we were able to absorb this increase and retain all seven positions in the contract. Two of these positions are held by African Americans, and efforts are being made to ensure a diverse applicant pool for three vacant positions.

**What are the expected benefits and potential unintended consequences to disadvantaged communities of your proposed budget changes?**

**a. What analysis did you do to determine the expected benefits and potential unintended consequences?**

We plan to maintain our level of service to disadvantaged communities in 2021 using our county budget dollars and enhancing our educational outreach through two major sources of new funding (Returning Citizens Program (state funds) and Growing Connections (federal funds).)

The majority of our educational programming is driven by external funding that leverages county tax levy. We have to continue to nurture and grow relationships with funders to continue to maintain the level of educational outreach programming, and also focus on growth in needed areas. We also need to realize that while we are dedicated to get input from diverse identity groups on our budget and programming, we also know that those communities should not have to bear the burden of our learning and transformation towards anti-racism.

We analyzed all funding sources for our department. We also realized the need to continue this analysis and focus on the benefits and unintended consequences of individual programs within our department that are not funded by the county tax levy.

**b. What will your department do to mitigate unintended consequences resulting from your proposed budget changes?**

Our county budget tax levy is \$343,000. These funds mainly cover our overhead costs (office space, utilities, etc.) and one .75 FTE county employee. As stated above, we need to continue to nurture and grow relationships with funders, produce impactful educational outreach outcomes, and maintain and grow community partnerships. These funds are critical in reaching diverse audiences in Milwaukee County.