

**Scope of Services - GARE Capacity Building Activities**  
**Douglas County District Attorney's Office**  
**Douglas County, Kansas**

This proposed scope of services is designed to build on the work that Douglas County has begun through GARE membership. GARE works to leverage the power of governmental collective action for the purposes of applying institutional culture change practices to achieve racial equity results.

We have identified the following deliverables for proposed work with Douglas County District Attorney's Office;

- Develop shared understanding of racial equity key concepts and how to apply GARE's theory of change
- Provide in-depth training on applying a racial equity tool process to policies, programs and budgets
- Support expanded community engagement to inform decision making

**GARE Proposed Activities**

Schedule	Activity	Total Cost
<p><b>Virtual Workshop,</b> <b>presented via Zoom,</b> <b>Date TBD</b> <b>Q4 2020</b></p> <p><i><b>Including County &amp; City Partners</b></i> <i><b>(max: 65 participants)</b></i></p>	<p><b><i>Advancing Racial Equity: The Role of Government</i></b> <b><i>(4 hours)</i></b></p> <p>This workshop provides an introduction to the role, responsibilities and opportunities for government to advance racial equity. We focus on normalizing racial equity as a core value with clear definitions of key terminology, operationalizing racial equity via new policies and institutional practice, and organizing, both internally and in partnership with other institutions and the community. Participants gain awareness of the history of race and of implicit and explicit bias and individual, institutional, and structural racism and how it</p>	<p>\$6,000</p>

	<p>impacts the workplace; gain skill at identifying and addressing institutional and structural racism; and increase capacity to advance racial equity. We introduce a racial equity tool that can be used in decisions relating to policies, practices, programs and budget and share effective communications strategies.</p>	
<p><b>Virtual Workshops, presented over three days via Zoom, Dates TBD Q1-Q2 2021</b></p>	<p><b><i>Using a Racial Equity Tool (12 hours)</i></b> This workshop provides instruction and practice on how to use a racial equity toolkit within policy, program and budget decision-making processes. Participants will gain skills by using the tool with their own topics they would like to assess from a racial equity perspective.</p>	<p>\$18,000</p>
<p><b>Virtual Workshop, presented via Zoom Date TBD Q1-2 2021</b></p>	<p><b><i>Inclusive Outreach and Public Engagement (4 hours)</i></b> This workshop uses discussion and hands-on activities on how to implement inclusive outreach and public engagement policies, apply an equity framework to outreach materials and strategies, and deepen understanding of culturally inclusive dynamics. <b><i>(Recommended between steps 3 and 4 of RET Workshop)</i></b></p>	<p>\$6,000</p>
<p><b>Virtual Symposium (4 hours, presented via Zoom) Date TBD Q2 2021</b></p>	<p>Convening of the project partners (Northeastern University Institute on Race and Justice, Lawrence PD, surrounding community PD, Sheriff departments, representatives from community who are most significantly burdened by racial inequity in criminal justice system, elected officials)</p>	<p>\$6,000</p>

<i>Including County &amp; City Partners</i>		
<b>Consultation / Preparation ( not to exceed 20 hours)</b>	<ul style="list-style-type: none"> <li>- Project team selection and orientation, scheduling of data draws and analysis, decision-making about a pilot project(s), coordination of project roles</li> <li>- Review of Douglas County Racial Equity Tool Kit</li> <li>- Planning meetings with DA Staff, community partners</li> <li>- Consultation / Coaching with DA and racial equity team</li> </ul>	\$6,000
<b>Total Cost</b>		\$42,000

Work to be conducted over a period of approximately six to eight months. All sessions to be conducted virtually, using Zoom Meeting. This scope of work will expire 45 days after preparation.