

## Environmental Justice Committee Application Guidance

The Environmental Justice Committee (EJC) strives to uplift those most-affected by environmental injustice. Through the EJC, we center community ownership in decision-making, environmental program/policy design and [Equity & Environment Agenda](#) implementation while enhancing partnerships with City departments and better connecting community-based solutions into government.

EJC members will:

- Participate in facilitated meetings that focus on community capacity building, leadership development & community building
- Provide input on City programs and policies that advance the Equity & Environment Agenda
- Identify environmental and climate priorities and actions that the EJC can collaborate on with the City
- Engage in leadership development opportunities that increase understanding of the City's wide array of environmental investments
- Build power for communities of color in environmental work, mitigate environmental injustices and ensure equitable distribution of environmental benefits
- Serve a two-year term, January 2021-December 2022, and may recommit for one more year
- Coordinate with the Green New Deal Oversight Board to identify opportunities that further the goals outlined in the Equity & Environment Agenda and a Green New Deal for Seattle

While formal professional or educational experience in climate change and environmental issues is not an expectation, the ability to draw connections and work at the intersection of environmental issues and racial, social, economic justice, and community needs is essential. To ensure strong and ongoing partnerships, EJC members must have close ties with Equity & Environment Initiative (EEI) populations (SEE BELOW) through a professional or personal level.

### **Selection**

EJC member applications will be reviewed by Environmental Justice Committee members and Equity & Environment Initiative staff. Final committee make-up will be approved by the OSE Director and the Mayor's Office.

### **Equity & Environment Initiative Populations:**

The EJC shall consist of 13 members balanced with expertise in working with the communities identified below. All EJC members will have personal or professional community expertise in at least one of the following identified communities or subgroups:

- Black, Indigenous and/or additional Communities of color (BIPOC)
- Immigrants
- Refugees
- Limited English proficiency
- Environmental justice communities
- Women and/or BIPOC-owned- small businesses
- Youth of color and/or youth from low income communities
- Individuals with low incomes/low wealth communities
- Faith-based organizations and congregations that work with these communities
- BIPOC labor union members/workers

### **EJC Member Minimum Commitments**

- Participation Commitments:
  - Participate in retreats in February 2021 and January 2022. (approximately 20 hours)
  - Attend 8-10 regularly scheduled virtual monthly meetings (approximately 2-3 hours/meeting), or in person as policies and public health guidance allows. Meeting design and time frames may shift to accommodate the committee and ensure completion of deliverables.
  - Review materials between meetings and provide comments via email and one-on-one meetings as needed. (approximately 5-7 hours/month)
  - Attend leadership development opportunities
  - Attend all EJC meetings: Absences and make-up conversations or alternative ways of providing input must be discussed and approved by EEI program manager. If absences or scheduling prevent full participation in process (missing more than 2 monthly meetings), participant's membership in EJC will be re-negotiated to better accommodate available resources
  - Participate in subcommittee meetings as needed to advance EJC specific areas of interest
  - Note that flexibility will be important since yearly time commitments will range between 40-80 depending on individual involvement within the EJC
- Be responsible and accountable to community/organizational contacts through regular conversations, meetings (or similar type activities as defined by culturally sensitive practices), when appropriate to influence and ensure that the EJC review of program/policies builds upon community best practices and increases community ownership and collaboration
- Independent work which may include research and community conversations
- Engage with the Environmental Justice Fund program
- Work alongside City of Seattle staff to identify metrics that measure progress towards equity and environmental justice outcomes
- Work alongside City of Seattle staff to identify impacts of current environmental programs and identify new actions to advance the goals of the Equity & Environment Agenda
- Participate in the process to fill open member seats on the EJC
- Participate in EJC evaluation/documentation interviews, surveys etc. to ensure ongoing success

### **Successful EJC Participants:**

- Have a strong and regular connection to their community
- Have the desire to develop their leadership voice
- Are willing to take initiative to advance the goals of the Equity & Environment Agenda
- Are able to draw connections between environmental issues and racial, social, and economic justice issues and support solutions at the intersection of these issues
- Understand the impacts of systemic racism on communities of color
- Have interest/experience in policy, program development, or community engagement

**Additional considerations:** When possible, the EJC will include individuals and organizations who bring a multi-ethnic, multi-racial cross-community building focus to this effort. We will prioritize community members with experience working on issue intersections and across sectors.

### **Support of EJC Committee Members**

Funding of up to \$3,000 per EJC member will be available to support organizations whose staff, volunteers or board members participate in the committee. This is inclusive of staff time, transportation expenses and any other expenses associated with participation. Funds may be used to create a paid organizational internship and recruit a qualified member or community stakeholder to serve as a representative (organization must provide appropriate mentorship and support for this individual). For Community Based Organizations whose existing staff will serve as EJC participants, funds could be used to back-fill the representative's work (such as offering a paid internship or providing additional program resources) and to ensure that the individual and their program area have organizational support and appropriate capacity to participate in this process.

### **Meeting Facilitation**

Meetings will be held in English and communication from City staff about programs will be in English through email and written documents. Only EJC co-chairs will be expected to write, edit and/or draft documents in English; fluency in reading and processing materials in English is necessary but EEI staff will be responsible for synthesizing meeting notes, drafting content and reporting back with the EJC and City program staff. We will use creative facilitation to support full participation for those individuals for whom English is a second language.

### **Expectations of the Participant and their Affiliated Organization:**

- Support EJC member by connecting staff to historical documentation and reports of relevant community conversations, and other resources as appropriate
- Provide opportunities to discuss and present work with organizational leadership, membership, or community and other staff
- Integrate organizational representative's EJC work into their work plans to allow for representative to fully participate in EJC and to ensure integration of EJC in community organizations