**Diversity, Equity, Inclusion (DEI) and Community Benefits (CB) Plan Template**

**Purpose**  
Diversity Equity and Inclusion (DEI) and Community Benefits (CB) plans help organizations strive toward fairness and work to benefit the communities they engage. The Weatherization Assistance Program (WAP) has created this combined DEI and CB Plan (DEI + CB plan) template to outline what the program is looking for from entities applying to its competitive funding opportunities. Note that this template is optional; applicants are welcome to submit their own version of a DEI plan if they prefer. There is a 2-page limit for this plan. Applicants may delete this purpose statement and any instructional text prior to submitting the plan.

*Measuring Diversity, Equity, and Inclusion (DEI)*   
A DEI plan helps organizations set goals for creative partnerships that bring diversity of thought and experience from various communities to the table.

1. **What are your project’s goals for staff and partner diversity, equity, and inclusion (DEI)?**
2. **What actions does your project take to work towards these goals?**   
   *Examples: participating in career day/recruiting events at minority-serving institutions (MSIs);[[1]](#footnote-2) hiring individuals from the communities you work in; paying interns; offering mentorship or apprenticeship programs; conducting pay equity analyses; etc.*
3. **How will your project incorporate diversity, equity, and inclusion? Include 2-3 Specific, Measurable, Achievable, Relevant, and Time-bound (SMART) goals related to your project’s anticipated outcomes.** *Examples: [#] engagement events in disadvantaged communities; [%] of units completed in disadvantaged communities; [#] partnerships with minority serving institutions (MSIs); contracts with woman, veteran, and/or minority-owned businesses; etc.*

*Measuring Community Benefits (CB)*   
A CB plan outlines how grant applicants will measure benefits to the communities where they work, paying particular attention to the impact the project will have on disadvantaged communities.

1. **Which tool will you use to identify disadvantaged communities (DACs)?** See Appendix A below for more information on the DAC tools.
   1. Using DOE’s [Energy Justice Mapping Tool](https://energyjustice.egs.anl.gov/)
   2. Using the [Climate & Economic Justice Screening Tool (CEJST)](https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5)
   3. Other tool or definition – please specify below
      1. Name of tool:
      2. Link:

DACs in the Project Area

1. **Using the tool or definition you selected in Question 1, identify which DACs fall within the project area**  
   *If using DOE’s Energy Justice Mapping Tool or CEJST, please indicate the relevant census tracts or attach a screenshot of the areas where work will take place.*

Engaging with Communities

1. **Describe how your team plans to engage community members living in DACs**  
   *How does your organization plan to build trust within the community? What methods will you employ to reach the community? How will you measure engagement? How will community feedback influence the project?*
2. **Within these DACs, what are the energy, environmental, health, and/or economic challenges that your project aims to address? Indicate how aspects of your project will address these challenges and/or benefit the community. Indicate the metrics you will use to measure progress.** *CEJST and the Energy Justice Mapping Tool can help identify areas of need in the DACs you aim to engage.*   
     
   *Energy*  
     
   *Environmental*  
     
   *Health*

*Economic*

APPENDIX A - About the DAC Tools:

*Note: This page is excluded from the 2-page limit for DEI Plans. Applicants may delete this page prior to DEI Plan submission.*

**DOE’s Energy Justice Dashboard**

The full methodology can be found [here](https://www.energy.gov/diversity/justice40-initiative)

* **Burden measurement**: Cumulative.  
  A census tract is labeled “disadvantaged” based on cumulative burden across 36 burden indicators that reflect fossil fuel dependence, energy burden, environmental and climate hazards, and socio-economic vulnerabilities. The tool labels 20% of the most burdened census tracts in each state as “disadvantaged.” Due to data constraints, all federally recognized tribal lands and U.S. territories are categorized as disadvantaged.
* **Burden indicators:** energy burden, non-grid-connected heating fuel, outage duration, outage events, transportation costs, cancer risk, climate hazards loss of life estimates, diesel air particulate matter, homes built before 1960 (lead paint indicator), proximity to national priorities list (NPL) sites, air PM2.5 level, proximity to risk management plan (RMP) facilities, traffic proximity, proximity to treatment storage and disposal (TSDF) facilities, water discharge, population with driving time of at least 30 minutes, disabled population, food desert, homelessness, housing costs, incomplete plumbing, internet access, job access, education level, linguistic isolation, low-income population, mobile home, no vehicle, parks, population 65 and older, renters, single parent, unemployed, uninsured, coal employment, fossil energy employment.
* **Data limitations:** data for many of the burden indicators is unavailable or limited for federally recognized tribal lands and U.S. territories. For that reason, all U.S. territories and federally recognized tribal lands are categorized as disadvantaged.

**Climate and Economic Justice Screening Tool (CEJST)**

The full methodology can be found [here](https://screeningtool.geoplatform.gov/en/methodology#3/34.69/-98.79)

* **Burden measurement:** threshold based.  
  If a census tract is above the threshold for one or more environmental or climate indicators and is also above the threshold for one or more socioeconomic indicators, it is labeled “disadvantaged”
* **Burden indicators**: expected agriculture loss rate, expected building loss rate, expected population loss rate, low-income population, higher education attainment, energy burden, air PM2.5 level, diesel particular matter exposure, traffic proximity and volume, lead paint, housing cost burden, home value, proximity to hazardous waste facilities, proximity to national priorities list (NPL) sites, proximity to risk management plan (RMP) facilities, wastewater discharge, asthma rates, diabetes rates, heart disease, low life expectancy, linguistic isolation, unemployment, poverty, high school degree attainment, low median income.
* **Data limitations**: data for many of the burden indicators is unavailable or limited for federally recognized tribal lands and U.S. territories. For that reason, Puerto Rico is the only U.S. territory included in the CEJST tool.

1. [Minority-serving institutions (MSIs)](https://www.energy.gov/diversity/minority-educational-institutions-division) are federally recognized Title IV colleges and universities that enroll high concentrations of minority students. Seven categories of MSI are defined in US law under Title III of the Higher Education Act of 1965. [↑](#footnote-ref-2)