

Toolkit for Equitable
Emergency Management

Appendix C

Goals and Objectives Template

2025

Appendix C - Initial Preparation: Goals and Objectives Template

Section: Identifying Purpose and Objectives

Project Name:

Community:

Date:

Prepared by:

Example Scenario

Please note: The below scenario is used as an example throughout all the templates in the Companion Guide.

A small rural community in Ontario characterized by low-lying valleys surrounded by hills is vulnerable to multiple hazards, particularly wildfires and floods.

- The area consists of a combination of sprawling estates, log cabins, and older mobile homes and trailers.
- There are several farms in the area and migrant farmworkers live in the community during spring and summer months.
- The community is also well known for its tourist attractions.
- There is a high number of retired older adults, some with limited mobility as well as young families.

Purpose

To clearly state the main goals of the HRVA, ensuring that these goals are inclusive and fair to all community members. This section aims to explain why the HRVA is being done and what it hopes to achieve, considering the diverse needs and experiences of everyone in the community.

Instructions

1. **State the Purpose:** Clearly explain the main reason for conducting the HRVA, highlighting the importance of inclusivity and fairness.
 2. **Set Objectives:** Define the key goals and outcomes you aim to achieve with the HRVA.
 3. **Engage Partners/Stakeholders:** Make sure to involve all relevant partners/stakeholders, including marginalized and underrepresented groups.
 4. **Align with IGA:** Ensure that the purpose and objectives align with IGA principles, considering how different social identities may influence experiences and outcomes.
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Goals and Objectives

Purpose of HRVA: *(Identify purpose of HRVA) The purpose of the HRVA is to systematically identify, assess, and mitigate hazard risks and vulnerabilities specific to the XYZ community, ensuring that emergency management strategies are equitable, inclusive, and reflective of the diverse needs of all community members.*

Objectives: *(Identify objectives of HRVA)*

Objective 1: *Conduct a comprehensive assessment to identify hazards specific to different demographic groups within XYZ.*

Objective 2: *Develop inclusive risk mitigation strategies that address the unique needs of marginalized and underrepresented populations.*

Objective 3:

Alignment with Equity and Inclusion:

How do the purpose and objectives align with principles of equity and inclusion?

The HRVA purpose and objectives prioritize the inclusion of diverse community voices, ensuring that emergency plans address the needs of all social identities, including those historically marginalized.

How do we ensure the HRVA addresses the diverse needs and experiences of all community members?

By actively involving representatives from various demographic groups and using culturally appropriate engagement methods, the HRVA will reflect a comprehensive understanding of community vulnerabilities and strengths.

Objectives	Equity	Inclusion
1. <i>Identify relevant hazards and their impacts specific to different demographic groups within XYZ.</i>	<i>Ensure representation of all community groups in hazard assessments. For example, we have a high population of older adults who may have limited mobility and access to technology (cell phones, internet, etc.), therefore we will ensure that participation methods consider their needs.</i>	<i>We have/will establish an Advisory Committee consisting of diverse community members to guide the process and are planning some community engagement sessions through focus groups to identify hazards and their impacts. We reached out</i>

		<i>to XX number of community organizations to help us form the focus groups ensuring inclusive participation for marginalized and under represented groups.</i>
2.		
3.		

Quick Reference Checklist

State the Purpose:

- Clearly explain the main reason for the HRVA, focusing on identifying and reducing hazards and vulnerabilities.
- Highlight the importance of creating inclusive and fair emergency management strategies.

Set Objectives:

- Define the key goals you want to achieve with the HRVA.
- Ensure each objective reflects the commitment to inclusivity and fairness.

Engage Partners/Stakeholders:

- Identify and involve all relevant partners and stakeholders, including local authorities, community leaders, Indigenous communities, marginalized groups, emergency services, local businesses, schools, healthcare providers, and NGOs.
- Use culturally appropriate methods to ensure meaningful participation from diverse groups.

Align with an IGA Lens:

- Ensure that the purpose and objectives consider how different social identities (gender, age, race, socioeconomic status, etc.) influence experiences and outcomes.
- Incorporate feedback from diverse partners/stakeholders to refine the purpose and objectives.