

Audience Type

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NBEP Internal Interviewees - Email Outreach

Dear [name],

My name is Lauren Watkins, and I am a researcher with [Impact by Design](#) reaching out to you on behalf of the Narragansett Bay Estuary Program (NBEP). As you may know, NBEP has hired us to support the Estuary Program in assessing their diversity, equity, inclusion, and environmental justice (DEIJ) work internally and exploring opportunities for DEIJ work in the communities served by the Estuary Program. This assessment will also be integrated into the [Vision 2032 planning process](#).

As part of this research, we are interviewing a few individuals that collaborate with the NBEP - and I'd love to speak with you for 30 minutes. We would discuss environmental justice in the region and ideas for community engagement, and your insights would be used to help us develop a region-wide survey for the Estuary Program.

If you'd be willing to chat, you can click this link to choose a time that is convenient for you: [link redacted]. Once you choose a time, the system will send you a calendar invitation with information on how to join our call via Zoom. Or, if you prefer, you can email me to set up a time.

Thank you so much for your time and support of the NBEP. If you have any questions at all please feel free to reach out.

Sincerely,
Lauren Watkins

What is DEI?

Diversity, equity and inclusion (DEI) is a term used to describe programs and policies that encourage representation and participation of diverse groups of people, including people of

different genders, races and ethnicities, abilities and disabilities, religions, cultures, ages, and sexual orientations and people with diverse backgrounds, experiences, and skills and expertise.

What is environmental justice?

The just and equitable distribution of environmental benefits and burdens for all communities, resulting in higher quality of life for everyone. Advancing environmental justice increases success for all communities, including people of all races, national origins, incomes, and life experiences.

For more information on the terminology we are using in this project, [click here](#).

NBEP Internal Interviewees - Questions

Draft zoom/phone script:

Hello [participant name]. My name is Lauren, I work for Impact by Design. As you may know, we are conducting research for the Narragansett Bay Estuary Program to help the estuary program and other regional environmental organizations better integrate environmental justice, diversity, equity, and inclusion into their conservation efforts. Thank you for agreeing to chat with me, we are excited to have your input!

As part of this work, we are developing a survey for the region. Before developing the survey questions, we are hoping to gather insights to help us choose the best questions to ask to reach our research goals. Our chat today should take about 30 minutes. Is it ok if we get started?

First, do you mind if I record this conversation so that I can focus on you rather than taking notes to capture everything you say? The recordings and notes will not be shared with anyone, and anything you say will be confidential. We can stop the recording or interview at any time if you'd like.

1. To start, can you tell me a little bit about yourself, such as what organization you work for and how long you've been working in the region?
2. As you know, this research project focuses on environmental justice in the region. I'm curious if you are aware of any environmental organizations in the area that are working on environmental justice issues or engaging with communities that have historically not been included or engaged in environmental/conservation work?
 - a. Prompt questions - if they say yes and give examples, ask probes for each org:
 - i. What are/is the organization doing?
 - ii. How do you feel this addresses environmental justice?
 - iii. Do you think it is being done effectively?
 - iv. How are they engaging with communities?
 - v. What challenges do you think they are experiencing in their environmental justice work?
 - b. Follow up question:
 - i. What environmental justice issues do you think are not being adequately addressed in the region?
3. If they say no to #2:
 - a. What do you think should be done to address environmental justice issues in the region?
 - b. Are there communities that come to mind that you hope environmental organizations will try to engage with in the future?

4. Since you are engaged in Vision 2032 planning, how do you think NBEP can engage with communities (or partner with others to engage with communities) that have historically not been included or engaged in the planning process?
5. As part of this work, we will be conducting a survey with environmental organizations and non-environmental community organizations. Is there anyone that comes to mind that you think should be included in the survey or future interviews?
6. Is there anything else you would like to share or add before we end the interview?

Community Members (not internal to NBEP) - Email Outreach

Dear [name],

My name is Lauren Watkins, and I am working with a local organization called the [Narragansett Bay Estuary Program](#) to help the program and other environmental organizations in the area understand how their approach to their work has contributed to environmental injustices in the region and to develop strategies to take a more inclusive and equitable approach to their work.

I received your name from [insert connection here] and would love to speak with you for 30 minutes as part of this project. We would chat about environmental justice issues and organizations in the region, and your input will be used to help us develop a region-wide survey. Your responses will be totally confidential and won't be shared with anyone.

If you'd be willing to chat, you can click this link to choose a time that is convenient for you: [link redacted]. Once you choose a time, the system will send you a calendar invitation with information on how to join our call via Zoom. Or, if you prefer, you can email me back and we can set up a time to talk.

To honor your time and input, we'd like to offer you a \$25 Visa gift card for chatting with me.

Thank you so much for your time. If you have any questions at all please feel free to reach out.

Sincerely,
Lauren Watkins

Community Members (not internal to NBEP) - Questions

Draft zoom/phone script:

Hello [participant name]. My name is Lauren, I work for a nonprofit called Impact by Design. As you may know from my email, we are conducting research for an environmental organization called the Narragansett Bay Estuary Program to help the program and other environmental organizations in the area understand how their approach to their work has contributed to environmental injustices in the region and to develop strategies to take a more inclusive and equitable approach to their work. Thank you for agreeing to chat with me, we are excited to have your input!

As part of this work, we are developing a survey for the region that will be sent out to community organizations like yours - as well as environmental organizations that already work with the Narragansett Bay Estuary Program. Before developing the survey questions, we are hoping to get insights that will help us choose the best questions to ask to reach our research goals. Our chat today should take about 30 minutes. Is it ok if we get started?

First, do you mind if I record this conversation so that I can focus on you rather than taking notes to capture everything you say? The recordings and notes will not be shared with anyone, and anything you say will be confidential.

1. To start, can you tell me a little bit about yourself and the organization you work for?
2. When you think about environmental justice issues in the region, what comes to mind?
 - a. Prompt - if needed:
 - i. Are people in your community experiencing any negative environmental impacts, perhaps with air quality, water quality, or similar issues like these? [If yes, probe for details]
3. What do you think local environmental organizations should do to address these issues?
 - a. Prompt - if needed:
 - i. What do you think environmental organizations should be doing better to include underrepresented and underserved communities in their environmental work?
4. When you think of people or organizations you trust to work on environmental issues in the region, who comes to mind?
5. Have you or your organization engaged or collaborated with any local environmental organizations in the past?
 - a. Prompts - if yes
 - i. How did you build that relationship?
 - ii. What kind of work did you do together?

- iii. Is there anything that could have been done differently or better?
 - b. Prompts - if no:
 - i. What do you think has prevented collaboration? Are there barriers that come to mind that could be addressed to increase collaboration?
- 6. As part of this work, we will be conducting a survey with environmental organizations and non-environmental community organizations. Is there anyone that comes to mind that you think should be included in the survey or future interviews? Would it be ok for us to share the survey with you to send to your own networks?
- 7. Is there anything else you would like to share or add before we end the interview?