

**Healthy Development Measurement Tool
Application Worksheet and Analysis Steps**

Step A: List Community Health Indicator and Development Target

List the Element, Objective, Indicator and Development Target that you are going to analyze in this step. These are available thru the Tool website.

It is possible that you will assess multiple indicators simultaneously. For example, since indicators are grouped together by an objective, you may prefer to analyze the objective collectively. In this case, group all the indicators and development targets that you plan to analyze together in one list. You should repeat this task for every independent indicator and development target pair you plan to analyze. In some instances, there is no development target to assess. Please state this.

Element	Copy from Tool
Objective	Copy from Tool
Indicator(s)	Copy from Tool
Development Target(s)	Copy from Tool

Step B: Record and Assess Community Health Indicator

The Tool website provides data on the majority of indicators for San Francisco. These indicators are presented as maps, figures, tables, and statistics. In addition, the Tool lists the source of the data and provides an explanation and limitations to the data. It is important to note that “neighborhood level” varies from indicator to indicator depending upon available data. Caution is advised in making direct comparisons between indicators if they are on a different scale – i.e., one is at zipcode level, one is at neighborhood planning district level, and one is census tract level. In this step, you should:

- 1) Record and discuss the quantitative data provided on the HDMT website indicator pages:
 - a) neighborhood level statistics, if available
 - b) comparison between neighborhood statistics and citywide statistics, if possible
 - c) citywide statistics, if available
- 2) Discuss limitations to the quantitative data (i.e., accessibility does not equal geographic proximity, zipcode does not equal neighborhood). Incorporate (i.e., copy and paste) relevant explanation and limitations information directly from the data page into this step. Qualify or expand on the Tool indicators/data using qualitative observations about the neighborhood, plan, or project (i.e., while the map may show proximity to a park, you have to go up a steep hill to access). Your site visit / assessment will provide the type of information needed to make these qualitative statements and qualifications.
- 3) Based on your judgment, provide any additional quantitative or qualitative data that you may have discovered (i.e., data that are not part of the Tool but are related to the topic).
- 4) Include any additional data sources (i.e., relevant quotes from interviews, news articles, policies that may directly affect indicator (i.e. November 2006 passage of bond will provide funding for X).

Step C: State Plan/Project Facts

Using the official plan/project documents for the plan/project you are reviewing, state all, if any, Elements, Objectives/Goals, Policies and Implementing Actions, Impacts and Mitigations that relate to the indicator/s. Use quotes and/or page references. State if none are included. State if there is an Objective/Goal with no policy. State if there is a Policy with no Implementing Action. For example:

- Objective 1 in the Plan states “Improve transportation circulation.” Objective 1 does not include an associated policy or implementing action. (page 21)
- Objective 2, Policy 2.1 states “Reduce parking minimums.” Objective 2, Policy 2.1 does not include any implementing actions. (page 22 – 24)

If this section is very long (i.e., there are a lot of references), create a separate document that pastes Plan Facts. Summarize here by saying:

- “There are 20 objectives, 10 policies, and 15 implementing actions associated with transportation. See attached for exact language.”

Step D: Evaluate Plan/Project on Development Target and Community Health Indicator

- a. Given your analysis of the community health indicator (step 1) and the stated Plan Facts (step 2), assess how/whether the Plan will affect (i.e., positively/negatively) the community health indicator. This requires a review of whether the policies and implementing actions seem likely to meet or support the stated goals/objectives in the plan. For example:
- Does the proposed Plan help or hinder the area’s status with respect to this community health indicator.
 - Look for the use of strong verbs (i.e., require, prohibit) versus soft verbs (i.e., recommend, propose)
 - Are the implementing actions clear? Will they actually affect the objective?
 - If policies and implementing actions are missing, highlight that this is likely to not meet the Plan’s stated objective/goal.
- b. Describe clearly (i.e., bold) in 1-2 sentences whether the HDMT minimum, benchmark or maximum development target is met via the baseline data and/or the Plan Facts. Does the proposed Plan help or hinder the area’s status with respect to this development target. If no development target is included in the Tool, state not applicable.

Step E: Identify Potential Plan/Project Improvements

Identify, what, if any, changes (i.e., policies, implementing actions) could be incorporated into the Plan or to the development process to achieve the HDMT development targets and/or improve the HDMT objective/indicator?

For example:

- Include a safe pedestrian crossing across Harney Way and into Candlestick Park.
- New housing development within 500 feet of freeway could provide HVAC system with appropriate filtration system in order to minimize exposure to motor vehicle emissions.
- Increase the number of bus lines going past Executive Park.

If possible or relevant, also identify responsible agency/body (i.e., developer) that could implement the improvement. If you have ideas about how to collect additional information on the issues, describe here.

Step F: Summarize Findings

Clearly and succinctly summarize your findings, by answering the following:

- 1) Does the plan/project meet the HDMT minimum, benchmark or maximum development target via the baseline data and/or the Plan Facts?
- 2) Will the plan/project have a positive or negative impact upon the community health indicator?
- 3) What are some potential project/plan improvements?

Step G: Recommend Changes to the HDMT

Do you have any suggestions for how to improve the HDMT? For example:

- Are there additional caveats to add to the indicator pages? Please state where on indicator page (i.e., explanation/limitations) the information should go.
- Is there a forthcoming policy that impacts indicator?
- Should we change the development target?
- Should we change the indicator or data source?
- Do you have additional references to include?
- Are there things mentioned in the SF General Plan that could be used to improve/strengthen Tool?
- If you find any policy/design strategies that could be incorporated into the Tool overall (i.e., not specific to your Plan), feel free to include.
- Contact information for future people who might have more information.
- Additional steps of analysis that could be taken if there were more resources (i.e., time, money).