



Cooperative Extension Service 4HPlus! Computer Tip

UNIVERSITY
OF WYOMING
New Thinking

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4HPlus! ES237 Overview

Specific instructions for compiling the CES Annual 4-H Enrollment Report Form have been included throughout the report form as they apply to the various items.

Demographic information requested has been designed to meet needs related to Title VI (Civil Rights requirements) and Title IX (sex) as well as the needs of state and national staffs for programming and accountability. This routine enrollment report is not intended to supersede or negate the requirements of court-ordered or legally imposed affirmative action compliance plans that may be in effect in a particular state.

Ethnic Classification

Hispanic or Latino: A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race. Not Hispanic or Latino: All others.

Racial Classification

A program participant may self-select **one or more** racial designations. The specific categories listed below conform to definitions for legally protected classes. Additional **sub-categories** based on national origin or primary language spoken may be used, where appropriate, on either a regional and/or state basis. Sub-categories used in a state must be combined for a federal report.

In compliance with Office of Management and Budget rules and regulations, effective 1/01/03, all recipient agencies of federally assisted programs that are required to collect and record racial participation data for federal statistics, program administrative reporting, and civil rights compliance must use the following revised racial categories:

White: A person having origins in any of the original peoples of Europe, North Africa, or the Middle East.

Black or African American: A person having origins in any of the black racial groups of Africa.

American Indian or Alaskan Native: A person having origins in any of the original peoples of North, Central, and South America, and who maintains tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, of the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, Micronesia, the Northern Marianas, or other Pacific islands.

Definitions

Racially Ethnically Mixed Communities: An area or community in which more than one of the racial-ethnic groups make up the population of potential program participants.

Racially Ethnically Integrated Group: A group composed of members of more than one of the racial-ethnic groups above.

4-H: The extension youth development education program of the Cooperative Extension Services of the 1862, 1890, and 1994 land-grant universities and USDA.

Participants in 4-H: 4-H youth development education programs are created and conducted by the Cooperative Extension System and its partners principally for specific developmental levels of youth within the span of the grades K-12. "Special" 4-H programs are offered to mentally challenged individuals of any age. In addition, collegiate 4-H organizations provide volunteer service and social and educational opportunities for young adults in college. Adults participating in 4-H educational programs may do so as volunteers and/or to learn about working with youth as parents, as volunteers, or as professionals. The 4-H name and emblem can appropriately be used with this full range of youth and adult participants.

Enrolled Youth: Any youth who is recorded by Extension as participating in one of the recognized delivery modes—a 4-H youth participant or 4-H member.

Individual Enrollment: Enrolled with detailed individual demographic data, including name and address. Required of 4-H members and 4-H direct volunteers. Encouraged but not required for other participants and volunteers.

Group Enrollment: Aggregated demographic and subject data regarding a CES youth development education unit or adult training experience. The experience may or may not have 4-H in its title. Group enrollment is used for experiences of limited duration or when detailed data on participants are not available.

4-H Youth Participant: Any youth taking part in programs provided as a result of action by extension personnel (professional, paraprofessional, and volunteer). This includes youth participating in programs conducted through 1862, 1890, and 1994 land-grant universities, EFNEP, urban gardening, and other programs that may not actually use the 4-H name and emblem with participants.

4-H Member: Any youth who has completed individual enrollment in an organized ongoing local 4-H unit and is aware of his or her involvement in 4-H. Includes, but is not necessarily limited to, 4-H club members.

4-H Unit: An identifiable group of youth recognized by Extension and organized to have similar 4-H learning experiences (e.g., club, classroom of students, after-school program, or a camp session). A 4-H unit often offers multiple subjects or learning experiences, while still continuing to be the same 4-H unit.

4-H Adult Participant: Any adult who works for the benefit of youth who is recorded by Extension as a participant in a 4-H-sponsored adult learning experience. May include parents, volunteers, and professionals of agencies and groups beyond 4-H.

4-H Volunteer: Any adult or youth recognized by Extension as giving service to the 4-H program without salary or wages from Extension.

Direct Volunteer: Unpaid support for the 4-H program through face-to-face contact with youth, by a youth or adult (e.g., project leader, club leader, camp counselor, teacher).

Indirect Volunteer: Unpaid support for the 4-H program by a youth or adult that does not include face-to-

face contact with youth (e.g., boards, committees).

Middle Manager: Unpaid service to or leadership of other volunteers by a youth or adult.

Youth Volunteer: Unpaid support for the 4-H program by a person who has not yet graduated from high school. (A youth volunteer is likely to also be a youth participant.)

Adult Volunteer: Unpaid support for the 4-H program by an individual beyond high school age.

Coalition: Two or more agencies or institutions, from the public or private sectors, that jointly develop and implement a program for the benefit of youth.

Curriculum: Planned sequential learning experiences integrating subject matter and life skills, supported by written, audio, video, or computer instructional guidance.

4-H Alumni: Those whose lives were touched as a participant or volunteer in 4-H.

1862, 1890, & 1994 Land-Grant Universities: 1862 LGUs consist of one university per state that was authorized and funded that year by Congress under the Morrill Act. In 1890, Congress added 17 historically-black universities in Southern states to the system. Since then, Tuskegee University, the University of the District of Columbia, West Virginia State College, and territorial universities have been added to the land-grant university system. In 1994, twenty-six Native American tribal colleges were given land-grant university status.

DEFINITIONS OF 4-H DELIVERY MODES

1. Youth members of organized 4-H clubs.

An organized group of youth, led by an adult, with a planned program that is carried on throughout all or most of the year. 4-H clubs may meet in any location and typically have elected officers and a set of rules approved by the membership to govern the club.

1a. Community clubs typically meet in the evenings or on weekends and offer self-chosen multiple learning experiences and activities.

1b. In-school clubs meet during school hours, but have officers and planned activities beyond school enrichment.

1c. 4-H after-school clubs are organized within child care settings. They have officers and planned activities.

1d. Military 4-H clubs are organized by the Armed Forces, often on military installations, and principally for military dependents.

2. Youth participating in 4-H special interest/short-term programs.

Groups of youth meeting for a specific learning experience that involves direct teaching by extension staff or trained volunteers, including teachers. Program is not part of school curriculum and not restricted to members of 4-H clubs. Multiple-day meetings, for example on college campuses, should be reported as short-term programs. The direct audience contact hours should be at least six for enrollment to be reported.

3. Youth participating in 4-H camping programs.

Youth taking part in an Extension-planned educational experience of group living in the out-of-doors.

3a. Overnight camping includes being away from home at least one night (resident, primitive, or travel camping) and is not restricted to members of organized 4-H clubs.

3b. Day camping consists of multiple-day programs, with youth returning home each evening.

4. Youth participating in 4-H school enrichment programs.

Groups of youth receiving a sequence of learning experiences in cooperation with school officials during school hours to support the school curriculum. Involves direct teaching by extension staff or trained volunteers, including teachers.

5. Youth participating in 4-H individual study/mentoring/family learning programs.

Planned learning that occurs independently of a formal group setting, such as a club, as an individual, paired, or family learning effort. Self directed, usually with limited adult involvement except for parents (or mentor). Examples include self study, home study courses, advanced placement courses, mentoring or shadowing with an "expert," whole families learning together.

6. Youth participating in school-aged child care education programs.

Educational programs offered to youth outside of school hours, usually in a school or other community center and incorporating 4-H curricula. The primary purpose is to provide care for youth while parents are working or unavailable. (4-H clubs in school-age child care settings should be reported under "1c Organized 4-H After School Clubs.")

7. Youth participating in instructional TV/video programs.

Youth offered learning experiences through Extension via broadcast or closed circuit television, including satellite transmission, or videotape replays of such series.