

Definitions and Information

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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 educational programs may do so as volunteers and/or 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 – 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 sanctioned by Extension and organized to have similar learning experiences (e.g., club, classroom or students, 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, 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.

4-H DELIVERY MODES

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 childcare 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.

Youth participating in 4-H special interest/short-term programs: Groups of youth meeting for a special learning experience that involves direct teaching by extension staff or trained volunteers, including teachers. Program is not part of the 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.

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 not restricted to members of organized 4-H clubs.

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

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 teacher.

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.

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.”)

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.

RESIDENCE

Farm: Use the U.S. Census definition for a farm, which includes all persons living in rural territory on places from which \$1,000 or more of agricultural products were sold, or normally would have been sold, in the reporting year.

Towns of under 10,000 and rural non-farm: Include participants who live within the immediately built-up areas surrounding such towns and cities, even though they might live somewhat beyond the immediate city limits.

Towns and cities, with populations of 10,000 and up to 50,000 and their suburbs: Include participants who live within the immediately built-up areas surrounding such towns and cities, even though they might live somewhat beyond the immediate city limits.

Suburbs of cities of over 50,000: Report the number of participants in the urbanized and contiguous suburbs and towns surrounding a city of over 50,000. This category conforms to the urbanized portion of metropolitan rights included in standard metropolitan statistical areas (SMSAs)

Central cities of over 50,000: Report the participants living within the boundaries of metropolitan cities of over 50,000 population. This category includes twin cities of standard metropolitan statistical areas (SMSAs).

GRADE

Kindergarten: Include all 4-H participants in Kindergarten and lower.

Post High School Education: Include all 4-H participants enrolled in college, technical schools, etc.

Not in School: Include all 4-H participants who have graduated from 12th grade, but not enrolled in any continuing education.

Special: Include 4-H participants who are mentally challenged persons older than 19.

Home School: Use the participants grade equivalent.

Mentally Challenged below the age of 19: Use the participants grade equivalent.

DUPLICATIONS

Duplications Not Eliminated: Include each volunteer in sex blank(s) for each classification of service that they have performed in the reporting year.

Duplications Eliminated: The “Duplications Eliminated” total is the actual number of different individuals who performed volunteer service for 4-H during the year.

TRAINING

Leadership: Topics relating to organizing, managing, and teaching youth in a nonformal education setting.

Parenting: Knowledge and skills relating to the developmental and learning needs of children and youth.

Other: Any training topic beyond the two listed above.

RACIAL ABBREVIATIONS

W: White

B: Black

AI: American Indian

AN: Alaskan Native

A: Asian

NH: Native Hawaiian

OPI: Other Pacific Islander