



REPORTING WISCONSIN 4-H ENROLLMENT FEDERAL ES-237 REPORT

ES-237 Definitions

July 2009

This document is intended to clarify when program participants should be included in 4HPlus for the purpose of generating the federally required annual ES-237 youth participation report. In short, the ES-237 report should be considered a “census” count of youth and adults participating *in an Extension-sponsored significant educational experience*. Documentation should be available in the local UW-Extension office to support the numbers reported in 4HPlus and the resulting ES-237 report.

Note: Youth and adult participation in Extension-sponsored programs is captured by the ES-237 report. In addition, many educators will serve as a youth development resource in the community or contribute to community collaborative youth development efforts. These contributions are important and valued even though they are not captured by this federal report. The ES-237 report is not intended to be a comprehensive summary of all contributions of a UW-Extension educator.

Categories of Participation

4-H Member: Any youth meeting Wisconsin 4-H enrollment policies who completed an individual enrollment form (including name and address), is participating in an on-going local 4-H unit, *and is aware of his/her involvement in 4-H*. This includes, but is not limited to 4-H community club members.

4-H Youth Participant: Any youth meeting Wisconsin 4-H enrollment policies who is taking part in a UW-Extension-sponsored significant educational program or experience conducted as a result of action by Extension personnel from any program area (professional staff and volunteers). This includes short-term programs that may or may not use the 4-H name and emblem. Note: youth nutrition programs conducted by the Wisconsin Nutrition Program *should not* be reported in 4HPlus as the data is merged at the state level from existing reports.

4-H Volunteer Leader: Any adult who has who has completed the Wisconsin Youth Protection program and is recognized by Extension as giving service to the 4-H Youth Development program without salary or wages from Extension. This includes individuals serving as volunteers for organized 4-H clubs or any other delivery method.

4-H Youth Volunteer: Any youth recognized by Extension as giving service to the 4-H Youth Development program without salary or wages from Extension. This includes individuals serving as volunteers for organized 4-H clubs or any other delivery method. This includes individuals serving as volunteers for organized 4-H clubs or any other delivery method.

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

Ethnic Classification: There are two minimum categories for ethnicity: Hispanic or Latino and Not Hispanic or Latino. The federal government considers race and Hispanic origin to be two separate and distinct concepts. Hispanics and Latinos may be of any race. People who identify with the terms "Hispanic" or "Latino" are those who classify themselves in one of the specific Hispanic or Latino categories listed on the Census 2000 or ACS questionnaire - "Mexican," "Puerto Rican," or "Cuban" - as well as those who indicate that they are "other Spanish, Hispanic, or Latino." Origin can be viewed as the heritage, nationality group, lineage, or country of birth of the person or the person's parents or ancestors before their arrival in the United States. People who identify their origin as Spanish, Hispanic, or Latino may be of any race.

Race:

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicate their race as "White" or report entries such as Irish, German, Italian, Lebanese, Near Easterner, Arab, or Polish.

Black or African American: A person having origins in any of the Black racial groups of Africa. It includes people who indicate their race as "Black, African American, or Negro," or provide written entries such as African American, Afro American, Kenyan, Nigerian, or Haitian.

American Indian and Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America) and who maintain tribal affiliation or community attachment.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes "Asian Indian," "Chinese," "Filipino," "Korean," "Japanese," "Vietnamese," and "Other Asian."

Native Hawaiian and Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who indicate their race as "Native Hawaiian," "Guamanian or Chamorro," "Samoan," and "Other Pacific Islander."

More than one race: People may have chosen to provide two or more races either by checking two or more race response check boxes, by providing multiple write-in responses, or by some combination of check boxes and write-in responses.

Undetermined: Used when no race response is provided, and includes all other responses not included in the "White," "Black or African American," "American Indian and Alaska Native," "Asian" and "Native Hawaiian and Other Pacific Islander" race categories described above.

4-H Unit: An identifiable group of youth recognized by Extension and organized to have similar 4-H learning experiences (e.g., community 4-H club, 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.

Racially-Ethnically Mixed Community: A community, neighborhood or area in which potential program participants of more than one racial-ethnic group resides.

Non Racially-Ethnically Mixed Community: A community, neighborhood or area in which potential program participants of only one racial-ethnic group resides.

Integrated 4-H Unit: Membership in the unit includes program participants of two or more racial-ethnic groups.

Non Integrated 4-H Unit: All members of the unit are of the same racial-ethnic group.

4-H Delivery Methods:

(100-103) Youth Members of Organized 4-H Clubs: An organized group of youth belonging to a club that meets the Wisconsin requirements for a chartered 4-H club.

(100) 4-H Community Club: Typically meet during out of school time and offer self-chosen multiple learning experiences and activities; meets the Wisconsin requirements for a chartered 4-H club.

(101) 4-H In-School Club: Club that meets during school hours; meets the Wisconsin requirements for a chartered 4-H club.

(102) 4-H After-School Club: Clubs organized within after-school or child care settings; meets the Wisconsin requirements for a chartered 4-H club.

(103) Military 4-H Club: Clubs often organized on military installations, and principally for military dependent; meets the Wisconsin requirements for a chartered 4-H club.

(200) Youth Participating in 4-H Special Interest/Short-term Programs: Groups of youth meeting for a specific significant learning experience which involves direct teaching by Extension staff or trained volunteers, including teachers. Program not part of school curriculum and not restricted to members of 4-H clubs.

(300) Youth Participating in 4-H Overnight Camping: Youth taking part in an Extension planned educational experience of group living in the out-of-doors which includes being away from home at least one night (resident, primitive or travel camping); the experience is not restricted to members of organized 4-H clubs.

(301) Youth Participating in 4-H Day Camp: Youth taking part in an Extension planned educational experience in the out-of-doors with a duration of one or more days; the experience is not restricted to members of organized 4-H clubs.

(400) Youth Participating in 4-H School Enrichment Program: 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. The program is recognized by the school as a 4-H program.

(500) Youth Participating in 4-H Individual Study/Mentoring/Family Learning

Programs: Planned learning which occurs independent of a formal group setting. Learning is self-directed, usually with limited adult involvement except for parents (or mentor).

(600) 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 "Organized 4-H Clubs".)

Group Enrollment: A method of entering statistics about 4-H Youth participants and adult and youth volunteers, participating in a delivery method other than organized 4-H clubs. Group enrollment should only be used when the normal enrollment form information is not available. The primary use of group enrollment is when the educational experience/event involves youth not currently enrolled in a 4-H community club or a mix of enrolled youth and those who are not currently enrolled.

Refer to the 4HPlus "Group Enrollment" document for instructions on how to enter groups in 4HPlus *and* frequently asked questions regarding group enrollment. The document is posted on the 4HPlus On-line Manual: <http://www.uwex.edu/ces/4h/resources/mgt/4HPlusOn-lineManual.cfm>.



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