

# GROUP ENROLLMENT QUESTIONNAIRE

Person Completing Form: \_\_\_\_\_ Phone: \_\_\_\_\_

Date Activity Completed: \_\_\_\_\_ Location of Activity: \_\_\_\_\_

Project (s) Number: \_\_\_\_\_

Name of Activity (s) \_\_\_\_\_

Delivery Mode: School Enrichment: \_\_\_\_\_ Special Interest: \_\_\_\_\_ Overnight Camping: \_\_\_\_\_  
Organized 4-H Club: \_\_\_\_\_ Individual Study: \_\_\_\_\_ Child Care Educ: \_\_\_\_\_

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## **Step 1: TOTAL GROUP INFO**

What is the total number of participants in this classroom or group?

# of Males \_\_\_\_\_ # of Females \_\_\_\_\_ **TOTAL:** \_\_\_\_\_

What is the ethnicity of the total number of students?

Caucasian \_\_\_\_\_ African American \_\_\_\_\_ American Indian \_\_\_\_\_  
Hispanic \_\_\_\_\_ Asian \_\_\_\_\_ Mixed \_\_\_\_\_

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## **Step 2: DUPLICATE INFO**

Participants enrolled in a traditional 4-H Club outside of this group/classroom are considered "duplicates".  
Of the total listed in **STEP 1**, how many participants are in a 4-H Club outside of this group/class?

Have students raise their hands.

# of Males \_\_\_\_\_ # of Females \_\_\_\_\_ **TOTAL:** \_\_\_\_\_

What is the ethnicity of the duplicates recorded above? (take a visual glance)

Caucasian \_\_\_\_\_ African American \_\_\_\_\_ American Indian \_\_\_\_\_  
Hispanic \_\_\_\_\_ Asian \_\_\_\_\_ Mixed \_\_\_\_\_

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## **Step 3. NON - DUPLICATE INFO** (STEP 1 TOTAL subtract STEP 2 TOTAL) = **TOTAL:** \_\_\_\_\_

**Record the Grade of the NON DUPLICATES (Not counted in Step 2)**

K _____	4 <sup>th</sup> _____	8 <sup>th</sup> _____	12 <sup>th</sup> _____
1 <sup>st</sup> _____	5 <sup>th</sup> _____	9 <sup>th</sup> _____	Post _____
2 <sup>nd</sup> _____	6 <sup>th</sup> _____	10 <sup>th</sup> _____	Not in School _____
3 <sup>rd</sup> _____	7 <sup>th</sup> _____	11 <sup>th</sup> _____	Special _____

**Residence:** Provide the residence of the Non-Duplicate students in this group.

Farm \_\_\_\_\_ Rural \_\_\_\_\_ Town/City \_\_\_\_\_ Suburb \_\_\_\_\_ City \_\_\_\_\_

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## **Step 4. Unit Information:** How many *different* classrooms/sessions/workshops does this form reflect? \_\_\_\_\_

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### OFFICE USE ONLY

**Step 5.** Is this group in a racially mixed community? YES  NO \_\_\_\_\_ DATE ENTERED: \_\_\_\_\_

Is this group integrated (more than one race)? YES \_\_\_\_\_ NO \_\_\_\_\_ INITIALS: \_\_\_\_\_

## Terminology

These fields are **REQUIRED** for ES-237 reporting.

**These classifications have been set up according to the National ES-237 Reporting Form.**

### **Ethnicity:**

In compliance with Department of Justice rules and regulations, all recipient agencies of federally assisted programs, which are required to collect and record racial participation data must use the following revised racial-ethnic categories. These categories are:

**American Indian or Alaskan Native:** A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal identification or community recognition.

**Asian or Pacific Islander:** A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, the Philippine Islands, and Samoa.

**Black, not of Hispanic Origin:** A person having origins in any of the black racial groups of Africa.

**White, not of Hispanic Origin:** A person having origins in any of the original peoples of Europe, North Africa, or Middle East.

**Hispanic:** A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin.

### **Residence Classifications**

**1. 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.

**2. Towns under 10,000 and rural non-farm.** Persons who live in towns under 10,000 population in rural non-farm and open country situations not reported as farm in above definition.

**3. 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.

**4. Suburbs of cities over 50,000.** Report the number of participants in the urbanized and contiguous suburbs and towns surrounding a city over 50,000. This category conforms to the urbanized portion of metropolitan rings included in standard metropolitan statistical areas (SMSA's).

**5. Central cities over 50,000.** Report the participants within the boundaries of metropolitan cities over 50,000 population. This category includes twin cities of standard metropolitan statistical areas (SMSA's).