

Definitions

Sometimes the words and terms can be more confusing than the process itself. Here’s a partial list of the terms that are commonly used with enrollments and statistical processing. For more information, refer to **ES237, Definitions and Information, Appendix B in the Blue Ribbon manual, Version 2.4.**

Term	Definition
<p>Delivery Mode</p> <p>Use your best judgment to give a fair assessment of what delivery modes represent your county’s programming.</p>	<p>How the Extension educational experience was presented to the youth.</p> <p>4-H Club is the most traditional delivery mode and is used for the majority of individually enrolled Members and Leaders. Club types have been expanded to include: Community Clubs, In-school Clubs, 4-H After-school Clubs, and Military 4-H Clubs.</p> <p>Special Interest programs are generally short-term educational experiences, are not part of the school curriculum, and are not restricted to 4-H club members.</p> <p>4-H Camping includes Overnight Camps (resident) and Day Camps involving multiple-day programs with youth returning home each day.</p> <p>School Enrichment programs involve groups of youth receiving a sequence of learning experiences presented by Extension staff or volunteers in cooperation with school personnel during school hours.</p> <p>Individual Study is used for individuals or family members who use 4-H curriculum, but are not part of a formally group setting.</p> <p>SACC (School Aged Child Care) refers to out-of-school time programming, where the primary intent of the program is to provide childcare while parents are working or unavailable.</p> <p>TV/Video is not used in WA.</p>
<p>ES-237 Report</p>	<p>The Annual Extension Youth Enrollment Report, reporting youth and volunteers served by Extension. Reports are required at the county, state, and national levels.</p> <p>Pgs. 1-6 record youth/volunteer statistics summarized by gender, ethnic, residence, and grade.</p> <p>Pgs. 7-10 summarize youth participation in projects by curriculum classification. These numbers reflect total projects, not individuals.</p>
<p>Duplicates</p>	<p>Duplicates are participants who are reported more than once in the database. If a club member also attends a plant science day camp he/she would be counted as a duplicate. If more than one group enrollment project is done in the same classroom, the second record should report those individuals as duplicate youth.</p> <p>Unduplicated totals mean how many actual youth were reached.</p>
<p>Integrated Group</p>	<p>An integrated group served (a classroom, club, group, etc.) that contains youth of more than one racial classification. If there is one youth of a 2nd racial category, the entire group is integrated. (<i>See also Mixed Community.</i>)</p>
<p>Member Category</p>	<p>Member = individually-enrolled youth participating in 4-H on an ongoing basis, Grades K-15.</p> <p>Cloverbud = enrollees in Grades K-2 (counties don’t have to use this designation, and may refer to all youth as Members).</p> <p>Leader = an adult who serves as a volunteer with the 4-H Youth program, as an Organizational, Project, Activity, or Resource Leader.</p> <p>Other = individual who may be in the database for mailing or other program purposes, but who is not a 4-H member or leader. ‘Others’ do NOT count for 4-H program statistical purposes.</p>
Term	Definition

Mixed Community	<p>The “community” is the all-encompassing geographical area from which the group members come.</p> <p>A mixed community is composed potential 4-H youth representative of two or more racial backgrounds. If a group is integrated (contains at least one youth of a different racial background), then the community MUST be mixed. Most communities in WA are mixed.</p>
Unit	<p>A unit is an identifiable group (classroom, camp session, club, etc.) of people. It does not mean numbers of hours or sessions (3 two-hour sessions with the same group still constitutes ONE (1) unit—one identifiable group).</p>
Volunteer	<p>A volunteer is an UNPAID youth or adult who assists with 4-H Youth programming. An adult or youth volunteer may serve in one or more of the following roles:</p> <p>Direct volunteers work with young people.</p> <p>Indirect volunteers have no direct contact with young people, but may provide office assistance, organizational help, etc.</p> <p>Middle managers have assigned lead or management responsibilities over an area broader than an individual club, often county-wide (i.e., KYG Coord., Ambassador Advisor, LABO Exchange Coord., State Fair Coord.).</p>
Volunteer Group Enrollment	<p>Volunteers entered statistically through the ES-237 menu, and are not usually individually enrolled (if they are also individually enrolled, they are counted as duplicates on the group enrollment). This applies to Indirect Volunteers ONLY, or those who have short-term involvement with 4-H AND are screened by another agency. Group-enrolled volunteers are not covered by WSU liability.</p>
Youth Group	<p>A group of young people, such as a classroom (school enrichment), camp session of attendees, club, or any group that is convened for educational purposes.</p>
Youth Group Enrollment	<p>Youth participants who are entered statistically through the ES-237 menu and not usually individually enrolled (if they are also individually enrolled, they are counted as duplicates on the group enrollment). All groups entered should have received a minimum of 6 hours of educational programming to be counted.</p>