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## Steps to Accomplish Civil Rights Compliance

1. Establish a broad-based 4-H Expansion and Review committee, reflective of the population of the county. Be sure to include women and members of minority populations.
2. The committee contributes to programming by helping to ensure representation and consideration of the needs and interests of minority populations.
3. The committee assists county Extension staff in outlining a positive action plan to meet nondiscrimination standards:
  - defines geographical areas.
  - analyzes demographic data on the local youth population and compares it to current program participation rates to determine program needs.
  - assists in implementing procedures which are designed to attract new youth members and adult volunteers into 4-H members.
4. The committee should meet at least annually to implement balanced 4-H program expansion.
5. Extension staff members, 4-H volunteers, and 4-H members actively work to strengthen and expand 4-H Youth Development educational programs for all residents of local communities.

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## Special Emphasis Areas

- “All reasonable efforts”: 4-H Youth Development must be able to demonstrate 4-H programs and activities have been made available to the maximum possible potential audience in a given area. Three steps are required to demonstrate “all reasonable effort”:
  - mass media to publicize opportunities.
  - personal letters and invitational flyers.
  - personal visits to invite adults and youth to participate in clubs and programs.
  - targeted outreach to under represented minority populations.
- Gender equity: Programs and activities should be reviewed to assure that youth of both genders have equal opportunity to participate. Participation criteria and participation strategies should be appropriate to both genders.

University of Wisconsin, United States Department of Agriculture and Wisconsin counties cooperating. University of Wisconsin-Extension provides equal opportunities in employment and programming, including Title IX requirements.

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# *Civil Rights Compliance*



*in UW-Extension  
4-H Youth Development  
Programs*

**UW  
Extension**

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## Mission of UW-Extension

- The mission of the University of Wisconsin-Extension is to provide, jointly with UW institutions and the Wisconsin counties, an extension educational program designed to apply resources to meet the extended educational needs of the citizens of Wisconsin.
- The University of Wisconsin-Extension, Cooperative Extension places a high priority on valuing diversity among employees, clientele and programs. Diversity is intrinsic to the Cooperative Extension mission of addressing the critical issues and needs of the people of Wisconsin.

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## Civil Rights Compliance

- UW-Extension and 4-H Youth Development complies with federal and state nondiscrimination laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and the Americans with Disabilities Act. Categories of prohibited discrimination include race, color, sex, creed, disability, religion, national origin, ancestry, age, sexual orientation, pregnancy, marital or parental status.
- The Civil Rights Act was passed to strengthen programs to more adequately serve those who, for whatever reason, have not had full access to such programs.
- Affirmative action is taking positive steps to assure that all eligible youth of the county are well served by 4-H programs. In doing this, particular attention must be paid to the needs and interests of minority youth.

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## What Does This Mean for 4-H?

- 4-H Youth Development, as the youth education component of UW-Extension, operates in accordance with laws, executive orders, and Department of Justice regulations which enforce federal and state nondiscrimination requirements to ensure no person is subject to discrimination under any program or activity.
- 4-H clubs, 4-H Leader Associations, and any other units authorized to use the 4-H name and emblem must comply with the same nondiscrimination laws and regulations which are required of UW-Extension.