

**Civil Rights Parity Calculation**

An Extension program is in parity when the participation of people in an advisory leadership committee, Extension sponsored group, or program, reflects the proportionate representation of those groups in the population of the potential audience. In other words, if 15% of participants in the Extension Master Gardener program in a county are African American, and if 15% of the county’s population is African American, the group is at 100% parity.

For federal compliance purposes, a program or committee is considered “in-compliance” when participation has reached 80% of parity. You can calculate parity by taking the % subgroup representation in your committee or program, divided by the % subgroup representation in your county’s population, multiplied by 100.

So...if a county-wide 4-H club has 10% Hispanic participants and your county has a 20% Hispanic population, your 4-H club is at 50% of parity (10/20\*100=50). Because the level of parity is less than 80%, all reasonable efforts will need to be made to raise the parity percentage in order to be in compliance with civil rights laws.

$$\text{IF } \left\{ \frac{\% \text{ makeup in unit}}{\% \text{ makeup in community}} \times 100 \right\} \geq 80 - 120 \text{ THEN, COMPLIANT}$$

$$\text{IF } \left\{ \frac{\% \text{ makeup in unit}}{\% \text{ makeup in community}} \times 100 \right\} < 80 \text{ or } > 120 \text{ THEN, NOT COMPLIANT}$$

You can also calculate the group makeup needed to achieve parity if you know the planned size of the group and the % makeup of the community. For example, the county is 65% white and 45% black, you want to form a 4-H club that has 20 members. min # white youth to achieve parity = 20 (0.65 \* 0.8) = 10.4 → 11 youth and min # black youth to achieve parity = 20 (0.45 \* 0.8) = 7.2 → 8 youth

$$\text{size of group } (\% \text{ makeup in community} * 0.8) = \text{minimum number to achieve parity}$$

**All Reasonable Efforts**

All reasonable efforts consist of a series of approaches that are required of Extension staff to solicit participation of underrepresented groups in Extension programs, sponsored groups, and the Advisory Leadership System. These are documented efforts to target and solicit the participation of individuals from underrepresented races, ethnicities, and sexes. A sincere effort must be made to encourage participation by minorities or the underrepresented; it is not enough to simply announce the program is open to all. Steps to achieve balanced membership include:

1. Use of all available mass media and social media to inform potential program recipients of opportunities to participate. Utilize media outlets that target the underrepresented group to announce programs and events.
2. Develop and distribute diverse flyers, brochures, posters, announcements to be placed in locations and at events frequented by the underrepresented group.
3. Provide Extension outreach/participation in diverse community events that are attended by the underrepresented group to encourage participation.
4. Seek assistance from other community groups to encourage participation and recruit under-represented clientele. Plan and implement joint activities to create integrated programs.
5. Conduct events/meetings at locations that encourage participation by under-represented clientele.