**School Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date(s) Attending:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Lead Contact:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Phone:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**GA County where School is Located:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **OR State (if not GA):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please Select One:** Public School Private School Homeschool

**For in-person residential and in-person day programs, Burton 4-H Center on Tybee Island requires guaranteed participant counts seven days prior to your arrival. For in-person programs, there will be a $10.00 per person charge for each space reserved but not showing. All lodging and teaching group assignments will be based upon your final numbers.**

**STEP 1- PARTICIPANTS TOTALS):**

Please record the numbers of youth from each grade and the number of adults below. Please also record the group total.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Grade Level** | **# of Participants** | **Grade Level** | **# of Participants** | **Grade Level** | **# of Participants** |
| Pre-K |  | 4 |  | 9 |  |
| K |  | 5 |  | 10 |  |
| 1 |  | 6 |  | 11 |  |
| 2 |  | 7 |  | 12 |  |
| 3 |  | 8 |  | ADULT |  |



**TOTAL NUMBER OF PEOPLE ATTENDING:**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**As part of the University of Georgia Cooperative Extension, Burton 4-H Center on Tybee Island is required to submit participation numbers and associated demographics on federal reports annually.**

**STEP 2 – RACE TOTALS):**

The USDA uses the following designations for race. Please include numbers below for both youth and adults participating in the program. *PLEASE NOTE*, racial demographics should be *equal to OR more* than the group total participation numbers recorded *above.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **RACE** | **Male Youth** | **Male Adults** | **Male Race Totals** | **Female Youth** | **Female Adults** | **Female Race Totals** |
| White |  |  |  |  |  |  |
| African American or Black |  |  |  |  |  |  |
| American Indian or Alaskan Native |  |  |  |  |  |  |
| Asian |  |  |  |  |  |  |
| Native Hawaiian or Other Pacific Islander |  |  |  |  |  |  |
| More Than One Race |  |  |  |  |  |  |

**STEP 3 – ETHNICITY TOTALS):**

In addition to race, please also indicate the number of Hispanic or Latino participants.*PLEASE NOTE,* ethnicity totals may not match group totals if for example a student is classified as both “White” and “Hispanic.”

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ETHNICITY** | **Male Youth** | **Male Adults** | **Male Ethnicity Totals** | **Female Youth** | **Female Adults** | **Female Ethnicity Totals** |
| Hispanic or Latino |  |  |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **OFFICE USE ONLY** | | | |
| **Date Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | SELECT: | **Collection Method: \_\_\_**Participant Recorded (by group contact) OR **\_\_\_**Observed (by staff) | |
| **Date GA Counts Entered: \_\_\_\_\_\_\_\_\_\_** | **In-person: \_\_\_**Residential OR **\_\_\_**Day | **VenueOps Event Type:** \_\_E1 \_\_E2 \_\_E3 \_\_E4 \_\_E5 \_\_ E6 |
| **EE Contact hours: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **Non-in-person: \_\_\_**Virtual (Day), Program Title \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |