

RACIAL/ETHNIC DATA COLLECTION RECORD
 NORTH DAKOTA DEPARTMENT OF PUBLIC INSTRUCTION
 CHILD NUTRITION AND FOOD DISTRIBUTION
 (Rev9/14) G/Tools/SFSP/Racial-Ethnic Data Collection Record

NOTE: To be completed annually – retain in files

Date Completed:

Estimate the ethnic identity of potential beneficiaries in area served:

Hispanic or Latino (percentage)	Not Hispanic or Latino (percentage)
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Estimate the racial identity of potential beneficiaries in area served (select one or more, as needed):

Percentage of Asian	Percentage of American or Alaska Native
Percentage of Black or African American	Percentage of Native Hawaiian or Other Pacific Islander
Percentage of White	Percentage of other

Report the ethnic identity of actual beneficiaries in area served in SFSP:

Hispanic or Latino (percentage)	Not Hispanic or Latino (Percentage)
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Report the racial identity of actual beneficiaries served in SFSP (select one or more, as needed):

Percentage of Asian	Percentage of American or Alaska Native
Percentage of Black or African American	Percentage of Native Hawaiian or Other Pacific Islander
Percentage of White	Percentage of other

Estimate obtained from what source?		
<input type="checkbox"/> Local School District	<input type="checkbox"/> Chamber of Commerce or census bureau	<input type="checkbox"/> Individual knowledge and familiarity with community

Sponsor compliance with the Civil Rights Act will be checked during State Agency reviews. The following areas will be checked:

1. data collection procedure for free and reduced-price meals
2. whether denied applications are disproportionately composed of minority applications
3. whether there is a need for bilingual materials
4. whether a civil rights poster is displayed
5. whether program materials contain the nondiscrimination statement
6. whether admission procedures are restrictive
7. whether meals are served without regard to race, color, national origin, age, sex, or disability
8. whether procedure is used to determine and process civil rights complaints

A check will also be made to ensure information is provided to the public upon request.

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Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800)877-8339; or (800)845-6136 (Spanish).

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