

Ethnicity and Racial Beneficiary Data Form

Name of Center:	Site/License Number:
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Instructions:

Ethnicity and racial beneficiary data must be collected each year for each facility that participates in the CACFP and must be kept on file for 3 years following the end of the year when it was completed.

Section One: Complete fields with data from the Racial Census Report by School District. This information is located at: www.michigan.gov/cacfp >>Resources>>Resources/CACFP Guidance>>Racial Census Report by School District or linked here: [Racial Census Report](#). Find the school district in which your site is located in see report example below. Ethnicity fields: Enter in the percentage identified as Hispanic for the district data. For the Not Hispanic or Latino, calculate 100% minus Hispanic or Latino %. Enter result. Race fields: Enter in the percentages for corresponding race categories. *Native Hawaiian or Other Pacific Islander* is not applicable (N/A). This racial category is captured as Asian/Pacific within state census data. For *Multiracial* and *Hispanic* add them to whatever racial category you believe they would self-identify (there is no right/wrong answer).

Report will look like this:

Racial Census Report by School Districts										
2018 - 2019										
District Code	District Name	American Indian	Asian / Pacific	African American	Hispanic	White	Multiracial	Enrollment	% Minority	
12345	Example School District	3 0.44%	2 0.29%	6 0.88%	17 2.48%	634 92.42%	24 3.50%	686	4.08%	

Section One: Data from the Racial Census Report by School District

School District Code (from report):				School District Name:			
List the percentage of participants identified by ethnicity for the local school district:			List the percentage of participants identified by race for the local school district:				
Hispanic or Latino	Not Hispanic or Latino		American Indian or Alaskan Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White
%	%		%	%	%	N/A	%

Section Two: Complete the chart below with the information collected either on the participant enrollment or other program enrollment. Ethnicity total will match center enrollment. Race total can be a higher number than the center enrollment since participants can identify under multiple race categories. If ethnicity and racial demographics are not collected, chart is completed by visual observation during a visit to the site during a meal or snack (ex. at-risk after school programs).

Section Two: Data from the Center

List the number of participants by ethnicity for the center:			List the number of participants by race for the center:					
Hispanic or Latino	Not Hispanic or Latino	Total for center	American Indian or Alaskan Native	Asian	Black or African American	Native Hawaiian or Other Pacific Islander	White	Total for center
		This total will match current enrollment						This total does not have to match current enrollment

Completed by: _____

Date: _____