

<p style="text-align: center;"><b>Nutrition Services</b> <b>Department of State Health Services</b></p>
---

Effective January 1, 2011

Policy No. CR:09.0

---

## **Collection of Race and Ethnicity Data**

### **Purpose**

To ensure that race and ethnicity data is collected to be used by Food and Nutrition Service (FNS) to determine how effectively the Program is reaching minority groups, and identify areas where additional outreach is needed. The state agency (SA) shall make use of such data for its internal civil rights monitoring.

### **Authority**

USDA FNS Instructions 113-2, Rev. 1; 7 CFR Part 246.8

### **Policy**

The local agency (LA) staff shall, at the time of initial certification, collect participation data by race and ethnicity category for each participant on the Program.

### **Procedures**

- I. LAs shall ensure that actual participation data by category of women, infants and children and by race and ethnicity category is collected and entered into the Texas WIC Information Network (WIN) system.
- II. Participants shall be reported in one or more racial categories and include: 1) American Indian or Alaska Native, 2) Asian, 3) Black or African American, 4) Native Hawaiian or Other Pacific Islander and 5) White. See guidelines for definition of each category.
- III. Participants shall be reported in only one ethnic category, "Hispanic or Latino" and "Not Hispanic or Latino". See guidelines for definition of each category.

<b>Nutrition Services</b> <b>Department of State Health Services</b>
---

Effective January 1, 2011

Policy No. CR:09.0

- IV. Self-identification by the participant at the time of **initial** certification is the preferred method of obtaining data. Participants shall be asked to self-identify their racial and ethnicity group only after it has been explained, and they understand, that the collection of this information is strictly for statistical reporting requirements, and has no effect on the determination of their eligibility to participate in the program.
- V. If a participant chooses not to self-identify her/his racial and/or ethnicity group, visual identification by a program staff member must be used to determine the participant's racial and ethnicity categories. Selection of one race is acceptable when local agency staff performs visual identification.
- VI. Analysis of this data will be used by the United States Department of Agriculture (USDA) and the SA to monitor compliance with Federal civil rights laws and to determine how effectively the Program is reaching minority groups and identify areas where additional outreach is needed.

### **Guidelines**

**I. Race:**

***American Indian or Alaska Native.*** A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachments.

***Asian.*** A person having origins in any of the original peoples of the Far East, Southeast Asian, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

***Black or African American.*** A person having origins in any of the black racial groups of Africa.

<p style="text-align: center;"><b>Nutrition Services</b> <b>Department of State Health Services</b></p>
---

Effective January 1, 2011

Policy No. CR:09.0

---

***Native Hawaiian or Other Pacific Islander.*** A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

***White.*** A person having origins in any of the original peoples of Europe, Middle East, or North Africa.

- II. ***Ethnicity: Hispanic or Latino.*** A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.