GUIDELINES FOR PLAN OF IMPLEMENTATION TO REMEDY DISCRIMINATION IN EXTENSION HOME ECONOMICS PROGRAM

I. Getting up-to-date information about your County.

A. County maps are being supplied by the District Agents. These will show you highways; communities and their population; where homes are located; and other valuable information. The county may be divided into major geographic areas or communities to get a distribution of the major racial and ethnic groups. Of course, this map may not be up-to-date and you will need other sources of information on population such as:

1. Your Supervisor of Registration can furnish you a list of voting precincts which will give the population breakdown by blacks, whites and others.

2. Get your income breakdown form the 1970 Census.

3. The Census will also give you the population breakdown in your county by age, sex and color from age 1 to 85 and over.

4. Your Superintendent of Schools, County Commissioners and others knowledgeable about racial and ethnic distributions in the county would be good sources of information.

5. When dividing your major communities according to population concentration, include rural outskirts with these communities so that all rural areas will be included.

II. Forming Program Planning and Development Committees.

A. Analyze your present Extension Home Economics Advisory Committee

1. Look first at the composition of your present committee to determine how representative it is of race, income and geographic areas.
2. Make a list of the types and numbers of members needed to remedy
the voids on a percentage basis to be representative of race,
income and geographic areas according to your population.

3. Never "hand pick" your committee members but get advice from
knowledgeable people in the community. These might include
school principals, nutrition aides, ministers or a cross section
of community residents.

4. Some men may be valuable members of your committee, such as
ministers who are serving predominantly low-income areas or other
community leaders who are interested in and knowledgeable of
family problems.

5. Effective committees should not be so large that they are
cumbersome. The top number might be 25 to 30 persons. In small
counties it could be less. It is recognized that in large urban
areas, you may not be able to have several representatives from
a concentrated area because of the limitation of the size of a
workable committee. Just be sure the members are representative
according to the needs of that area so far as race and income
are concerned.

NOTE: No doubt, most members you will be adding to your committee
will be blacks, low-income whites and representatives of
ethnic groups.

6. Professional people should be used in a resource capacity only
and not as regular members.

7. If your Ext. Homemakers Council has served as the nucleus of
your Advisory Committee, this is not acceptable. You need to
start from scratch and build a new committee.
8. Your committee may include one or more Extension Homemaker representatives but these should be considered in representing income levels, racial or ethnic groups or geographic areas.

A County Extension Staff should discuss these plans together and decide on the role of each member. The County Extension Director and Home Economics Program Leader need to set the attitude and pave the way for other staff members to follow.

III. Determining if Homemaker Clubs are in Compliance.

A. Plot on the county map the present Homemaker Clubs and the area served by each.

1. Indicate the percentage of membership by race in each club.

2. Ascertain the approximate racial composition of each club community.
   a. Voter precinct figures will be helpful but not completely accurate because not every eligible person registers to vote.
   b. Racial breakdown of children in neighborhood schools may be valuable.

3. Compare percentages of clubs with the community by race and income level to establish a basis for goals for membership in order for each club to become representative of the make up of the community.

B. Ideas for Integrating Clubs.

1. Encourage club leaders to invite low income black and white women to their homes in small groups for brain-storming sessions on innovating ideas for integrating clubs.
   a. Agent could furnish ideas and methods of conducting discussions that would promote inter-cultural understanding.

2. Invite cross-leader exchange - blacks to give lesson in predominantly white groups and vice versa.
3. Give special recognition to leaders of clubs who have gotten the most members into integrated clubs.

4. County Council to give recognition to clubs which comply by a specified date.

5. Plans should be made for new members both black and white to hostess a club meeting with an older experienced member so that new people will feel more secure in these new group participations.
   a. In situations like this, the experienced member should be a person with empathy and understanding.
   b. Refreshments and service should be kept simple. Choose some of the more modest homes for these experiences.

6. Use all methods of mass media (this includes "telegraph, telephone and tell a woman") to let all homemakers know that Extension Home Economics educational programs are open to them through clubs, special interest, newsletters, etc.
   a. Work with present members to make a special effort to invite these unreached women.
   b. Working through ministers, ENP aides, and others in some of the low-income areas, will help to get invitations and messages to these women.

C. Ideas for Making Programs Available to All People.

1. Geographic areas and community make up will determine club structure. It will vary.

2. In a number of communities there will be women (both black and white) who work. It may be necessary to have an overall organizational club with officers from both races which meets for business and organizational matters at specified times at a community building or church.
   a. There could be plans for monthly or bi-monthly daytime and evening
meetings for trained leaders to give the subject matter lessons.

b. A summer evening family picnic might be held when daytime and evening members could become better acquainted.

3. A variety of special interest programs held in daytime and evening can be made available depending on the number of staff members.

a. A brochure prepared which describes four to six lesson series in certain subject matter could be made available. Of course, the subject matter content should be planned according to identified needs of that community. Your Advisory Committee helps you identify these needs if it is truly representative of the people in the area.

b. Club leaders, ENP aides, and others should be trained how to use these brochures with the lay people.

c. Secure the names and addresses of your 4-H Club members' mothers; of homemakers who are members of Sunday School classes; and other groups who might receive your newsletters.

d. Extension Homemaker Council and Club By-Laws

1. A letter is being sent to each County Council president and Extension Home Economics Program Leader with a suggested addition to the By-Laws so that the Section membership will be in compliance.