**Civil Rights Training and Review – Group Discussion Questions for participants**

Following are questions to help guide your thoughts during the group discussion:

**Office Group**: Be prepared to describe the **county demographics**:

* What is the population of your county?
* What minority groups are represented in the government census for your county?
* Other diversity in your county? (age, disabilities, educational levels, gender, socio-economic, etc.)
* What are the cities/towns in your county?
* Sources of employment/income?
* Services available (internet access, health care, public transportation, shopping - grocery, other essentials)
* Anything else you would like to share about your county?
* Mass media efforts to promote/advertise programs?
* Where are programs held? (town and facility). Are they accessible and do they have a “welcoming” environment?
* What agencies/organizations do you partner with to provide educational programs?
* Make up of county advisory board? (if appropriate)
* What changes do you see happening in your county that could affect programming?

**Individual employees**: Tell us about your **current programming efforts**:

Describe the make-up of your clientele:

* Number of participants/clientele
* Types of educational programs/customer service
* Types of other resources provided to clientele
* Diversity of county committees and advisory board(s)?
* Parity in your program (see paragraph below for explanation)

Parity means the participants in your program reflect the demographics of your county. For example, if your county has a Hispanic population of 15%, the participants who are Hispanic in your programs would also be around 15%.  The percentage is calculated by dividing the number of a particular group by the total number of participants in your program (43 Hispanic participants divided by 300 total program participants = 14.3%). Using the US Census Bureau statistics, review your county demographics and calculate parity for the racial categories in your program.

What groups could be underserved in your current programming (gender, socio-economic status, age, etc.)?

What efforts could be made to increase participation by members of under-represented groups?