OBSERVER-COLLECTED CONTACTS LOG
For Paid and Volunteer Staff

This form is to document demographic information of program participants when circumstances do not allow for self-reporting by clientele.

_____ _____ _____

Program Name **Location** **Date**

PROGRAM PARTICIPANTS:

Gender	Age	Race or Ethnicity					
		American Indian or Alaska Native	Asian	Black or African American	Hispanic or Latino	Native Hawaiian or other Pacific Islander	White
Male	≤ 18						
	19-64						
	≥ 65						
Female	≤ 18						
	19-64						
	≥ 65						

Number of Volunteers: _____ **Number of Volunteer Hours**: _____

Planned Program: _____ **VCE Staff Member Name**: _____

- **American Indian or Alaskan Native**. A person having origins in any of the original peoples of North America, and who maintains cultural identification through tribal affiliation or community recognition.
- **Asian.** A person having origins in any of the original peoples of the Far East, Southeast Asia, 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.
- **Hispanic or Latino**. A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.
- **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, North Africa, or the Middle East.