



As the nation's largest youth development organization, the 4-H Youth Development Program engages millions of people from all areas of the country to provide opportunities for youth to learn life skills, confidence, and compassion. In California, the 4-H Youth Development Program is administered by the University of California, Division of Agriculture and Natural Resources (UC ANR). In 2015, Janet Napolitano, the President of the University of California explained: "The University of California sets the global standards of inclusiveness, understanding, and equitable treatment in all its endeavors, creating a world where individuals and communities of diverse sexuality and gender identity and expression are safe, supported, respected, empowered, and truly equal." The 4-H Youth Development Program, like the University of California, is committed to being inclusive and welcoming of all forms of diversity.

UC ANR prohibits discrimination against or harassment of any person in any of its programs or activities on the basis of sex, gender identity, gender expression, and sexual orientation. 4-H programs must ensure that they do not discriminate against individuals (including youth members, adult volunteers, and staff) on any of these bases. While this policy is not new, more and more 4-H staff, volunteers, and members are seeking guidance each year on how to implement this policy. This document was developed to answer frequently asked questions about implementation of the non-discrimination policy at 4-H clubs, events, activities, and camps around the state. As you read through the questions and answers, please keep in mind that the information is the same for all individuals, whether they are youth members, adult volunteers, or staff members.

Frequently Asked Questions

1. What are the differences between sex, gender identity, gender expression, and sexual orientation?

Sex is a medical term that refers to a combination of physiological attributes. These attributes include a person's sex and reproductive organs, chromosomes, gonads, hormones, and secondary sex characteristics. Generally, people are assigned male or female sex based upon their anatomical characteristics at birth. It will also be helpful to explain two other terms related to sex: **sex assigned at birth** and **intersex**.

Sex assigned at birth refers to a person's sex designation as recorded on their birth certificate. Generally, a medical professional or guardian designates a newborn either "male" or "female" sex after examining the infant's genitalia.

Intersex is a term that refers to a person who has a combination of male and female physiological attributes. Sometimes people are designated intersex at birth after an examination of genitalia; other times, people are designated intersex later in life.

Gender identity refers to a person's internal sense of their own gender. Everyone has a gender identity. A person's gender identity may or may not match their sex assigned at birth. Some





common gender identities include: man, woman, gender neutral, transgender man, transgender woman, and non-binary. But people may have other gender identities as well. It will also be helpful to explain two other terms related to gender identity: **transgender** and **gender transition**.

Transgender is a term that refers to a person whose gender identity does not match the sex they were assigned at birth. A **transgender male** refers to a person who identifies as male but was assigned female sex at birth. A **transgender female** refers to a person who identifies as female but was assigned male sex at birth.

Gender transition refers to a process in which a person asserts the sex that corresponds to their gender identity rather than their sex assigned at birth. A person in gender transition may (or may not) alter their dress/grooming habits, change their name, or use pronouns that are consistent with their gender identity. A person may begin gender transition at any point in their life, and gender transition may happen over a short or extended duration of time.

Gender expression refers to how a person presents their gender to others. This can include how a person dresses, styles their hair, speaks, and many other factors.

Sexual orientation refers to who a person is attracted to. A person who is a **lesbian** is a woman who is attracted to women. A person who is **gay** is a man who is attracted to men. A person who is **bisexual** is a person who is attracted to two genders (most commonly men and women). A person who is **pansexual** is a person who is attracted to others regardless of sex, gender identity, gender expression, or sexual orientation. A person who is **asexual** is a person who experiences no or little sexual attraction. Although often confused, gender identity and sexual orientation are two distinct aspects of a person's identity.

2. We have individuals who identify as transgender and intersex participating in our 4-H program this year. How can we ensure these individuals feel comfortable?

It is exciting that your 4-H program is a welcoming environment where individuals who identify as transgender and intersex feel safe to participate. You might be interested to know that over the years many transgender and intersex youth have participated in 4-H programming. Since this might be a new experience for you, here are some tips to make your 4-H program a great experience for your participants:

- Be sure the 4-H practices for inclusion have been widely shared with the entire 4-H community. Do not focus discussions about inclusion on a particular individual as this violates their privacy and may create an unsafe experience for them. If questions or concerns arise, be sure to keep the discussion on 4-H practices and policies, rather than on a particular individual's participation. The rest of this document will provide more information about inclusion practices. Here's one idea to get you started: Include a copy of UC ANR's non-discrimination policy in your 4-H welcome packet along with a statement that all





individuals are welcome to participate in 4-H programs.

- Set up training for your 4-H staff and volunteers about inclusivity. Be sure that the training includes a discussion about sex, gender identity, gender expression, and sexual orientation, as well as coaching on how to answer members' and families' questions. There are often many local community resource centers that can provide in-person training for your program. If you need help setting up a training, please contact the State 4-H Office at (530) 750-1334 or ca4h@ucanr.edu.
- Offer participants who identify themselves to you as transgender or intersex an opportunity to tour your program facilities. Discuss what options are available for using the bathroom. If relevant to your 4-H event or activity, also discuss what options are available for sleeping and showering, and make clear the 4-H program defers to individuals' preferences (more on this below).
- Find out what pronouns and names these individuals prefer. Be sure that name tags, rosters, and the like reflect individuals' preferred pronouns and names, and that everyone in the 4-H program uses those pronouns and names consistently.
- If your 4-H event or activity has room or cabin assignments, find out who these individuals would prefer to share a room/cabin with. Regardless of sex and gender identity, people are often most comfortable in shared sleeping spaces when they select their own roommates.
- Your 4-H program will also be more inclusive of transgender and gender nonconforming members if you avoid segregating and categorizing members by gender (for example, having youth form a boys' line and a girls' line).
- Ask these individuals what concerns they have (if any) about participating in 4-H. If you aren't sure how to respond, reassure the individuals and let them know that you will get more information for them and get back to them soon. Then contact the State 4-H Office at (530) 750-1334 or ca4h@ucanr.edu for help.
- Just like with all 4-H participants, be sure to check in during and at the end of the program to see how things are going.

3. How should we ask participants about their gender?

Personally identifiable information (including gender identity) must be kept confidential. This information may only be disclosed to those 4-H staff and volunteers that have a legitimate programmatic need for the information. In a lot of cases, there is no legitimate programmatic need to ask participants about their gender identity. For example, if youth are registering to participate in your 4-H program's County Presentation Day, there is no reason to ask about their gender identity. Likewise, there is no reason to ask volunteer judges their gender identity.





In the limited cases when you do have a legitimate programmatic need, the best option is to ask the following open-ended question: “What is your gender identity?_____.”

If you will be collecting too much information to read each of the responses to an open-ended question, then use the following question: “What is your gender identity?”

- Female
- Male
- Nonbinary
- Gender Identity Not Listed
- Prefer Not to State.”

4. How do we verify that an individual is really intersex or transgender?

Verification is neither necessary nor appropriate. 4-H does not require a medical diagnosis, treatment, or identification documentation that reflects an individual’s gender identity, and the 4-H program may not ask for them. Individuals are not required to notify the 4-H program that they are transgender or intersex and electing not to inform the 4-H program is perfectly fine. As soon as an individual lets us know that they identify as intersex or transgender, or that they are beginning gender transition, 4-H will treat that person consistent with their gender identity.

5. Our overnight 4-H event or camp has a girls’ section and a boys’ section. Where should people who identify as transgender or intersex sleep, use the restroom, and shower?

When there are gender segregated facilities and/or activities, individuals who identify as transgender or intersex must be allowed to sleep, use the restroom, shower and participate in alignment with their gender identity. Some individuals who are early in the stages of gender transition may feel more comfortable participating in alignment with their sex assigned at birth, which is okay too. Do not require an individual to utilize single-user facilities (sleeping, restroom, or shower) unless the other participants are also required to do so. A single-user facility or other private option should be made available to anyone who requests it. Some ways to offer private options include: using dividers, hanging curtains, or arranging private bathing/showering times.

6. Our overnight 4-H event or camp has co-ed facilities. Where should people who identify as transgender or intersex sleep, use the restroom, and shower?

In a co-ed facility, people who identify as transgender or intersex should utilize the common sleeping, restroom, and shower facilities in the same manner as the rest of the 4-H participants. Do not require an individual to utilize single-user facilities (sleeping, restroom, or shower) unless the other individuals are also required to do so. A single-user facility or other private option should be made available to anyone who requests it. Some suggestions for providing private options include using dividers, hanging curtains, or arranging private bathing/showering times.





7. We have group showers. Where should people who identify as transgender or intersex shower?

All 4-H participants must be treated in the same manner. If group showers and changing spaces are utilized at your 4-H event or camp, then everyone must be permitted to use them according to their gender identity. At the same time, many people feel more comfortable showering and changing in private. As such, it is a best practice to offer participants the option of privacy at all 4-H events and camps. Some 4-H programs have installed curtains in the group showers and partitions in changing areas for all participants' privacy. Another successful strategy is to offer signups for private shower times throughout the day. The key is to make these options available to all participants, not just those who identify as transgender or intersex.

8. This year, we have participants who are openly gay attending our overnight 4-H event or camp and requesting to share a room/cabin. How should we respond?

This is a great time to think about the difference between identities and behaviors. An individual's participation may not be restricted because of their sexual orientation. Therefore, if other participants are allowed to identify roommates, then these participants should be as well. If you have gender-segregated sleeping arrangements, then these participants should participate in alignment with their gender identity and irrespective of their sexual orientation, as should all participants. 4-H programs should have clear guidelines about acceptable and unacceptable physical contact, as well as the consequences for violating these guidelines. Any participant who violates these guidelines should receive the same corrective action regardless of their sexual orientation. Note that gay/lesbian members are no more likely to engage in inappropriate physical conduct than other youth.

9. Our 4-H program has swimming times where participants wear bathing suits. What do we do if a participant who identifies as transgender wears a bathing suit that is revealing of their sex/reproductive anatomy?

This is another example of the need to respond to behaviors rather than identities. 4-H should provide the following guidelines about bathing suits and dress for all prospective participants and families:

All participants at 4-H programs should wear clothing (including swimsuits when needed) that is not revealing. Clothing and bathing suits should cover all reproductive anatomy, including breasts, genitals, and buttocks. Any participant whose clothing reveals reproductive anatomy will be asked to change into clothing that is not revealing.

If any 4-H participants are wearing clothing (including a bathing suit when needed) that is revealing of their reproductive anatomy, you should ask them to change their apparel in a non-judgmental way. You should simply remind them of the [4-H Dress Guidelines](#) and ask them to change. It is important that all 4-H participants be held to the same standards of dress. You must be careful to





prevent selective enforcement of these dress guidelines that targets individuals of certain sexes, gender identities, gender expressions, or sexual orientations, which would be discriminatory.

10. Should adult chaperones supervise youth during showering and changing times?

Adult chaperones should remain within hearing distances of youth members during showering and changing times. At no time should an adult visually supervise youth members during showering and changing times. Adult chaperones who remain within eyesight of youth changing and showering are at risk for violating youth privacy and safety.

11. Can we notify youth members and/or parents of other youth members that a transgender or intersex individual will be participating in our 4-H event, activity, or camp?

No. Gender identity and sex assigned at birth are considered personally identifiable information, which must be kept confidential. Protecting transgender and intersex individuals' privacy is critical to maintain safety and well-being, ensuring that individuals are treated consistent with their gender identity, and preventing potential harm. The same is true for sexual orientation. At the same time, you should inform all parents and youth members about the inclusive environment and non-discrimination policies. If parents or youth members are uncomfortable with these policies, they may decide to limit their own participation in 4-H.

12. Can we notify 4-H staff and volunteers that a transgender or intersex member will be participating in a 4-H program, event, activity, or camp?

Only in very limited situations. As stated above, personally identifiable information (including gender identity and sex assigned at birth) must be kept confidential. This information may only be disclosed to those 4-H staff and volunteers that have a legitimate programmatic need for the information. For example, a 4-H staff and/or volunteer may need to know in order to ensure a specific request by the individual is fulfilled. A participant simply identifying as transgender does not constitute a legitimate programmatic need. 4-H staff and volunteers who do not have a legitimate programmatic need for the information may not be informed. Even if an individual has disclosed their gender identity to some members of the 4-H community, 4-H shall not disclose this information to others. The same is true for sexual orientation. At the same time, you should arrange inclusivity training for your 4-H staff and volunteers and create opportunities to discuss how to implement non-discrimination policies. These discussions and trainings will help prepare staff and volunteers to address questions, concerns, harassment, and bullying that may occur.

13. We have a youth member who identifies as transgender; however, the member's parents are not supportive of their child's gender identity. What should we do?

4-H will treat members who identify as transgender according to their gender identity even in circumstances in which the youth member's own guardian raises objections or concerns. While the





parents or guardians may choose to not allow their child to participate in 4-H, the 4-H program will not discriminate against the member to accommodate the parents' or guardians' discomfort.

14. A youth member (or members' parents/guardians) contacted us to say that they do not want to share sleeping accommodations with a youth who identifies as transgender. How do we respond?

Please inform the individual that you are required to follow the UC ANR's non-discrimination policies. According to these policies, we do not disclose information about individuals' gender identity. Additionally, these policies state that a youth refusing to share sleeping accommodations with another youth who identifies as transgender is discriminatory. While 4-H members (or their parents/guardians) may choose to not participate in the 4-H event/camp, the 4-H program will not allow discrimination against any individual, despite objections or concerns from staff, faculty, youth members, adult volunteers, families, or other community members. Additionally, you may provide the contact information of the UC ANR Title IX Officer if someone continues to raise objections to the non-discrimination policy: (530) 750-1397.

15. A parent/guardian of a 4-H member called and wants to know why UC ANR is putting the rights of children who identify as transgender over the rights of their child. How should we respond?

UC ANR provides an equal opportunity for all youth and families to participate in 4-H programming. Ensuring full participation for members who identify as transgender does not infringe on the rights or opportunities of other members. While a youth (or youth's parent/guardian) may decide to limit their own participation, 4-H will not allow discrimination against any individual, despite objections or concerns from staff, faculty, youth members, adult volunteers, families, or other community members. Also, you may provide the contact information to the UC ANR Title IX Officer if someone continues to raise objections to the non-discrimination policy: (530) 750-1397. Families/individuals who object to the non-discrimination policies and decide to participate in 4-H anyway should be advised about prohibition of harassment. Also, please be aware that these families may present a higher risk to an individual who identifies as transgender.

16. For an upcoming 4-H event this year, there is a female participant who is planning to wear a suit and wants to attend with a female partner. How should we respond?

4-H prohibits discrimination based on gender expression and sexual orientation. 4-H may not limit individuals' participation in activities because they appear or behave in a manner that is consistent with their gender identity or in a manner that does not conform to stereotypical notions of masculinity or femininity. This is true for uniforms, other attire requirements, recognition ceremonies, and all other activities. Please refer to the [California 4-H Dress Guidelines](#). If partners are allowed at the dance, then they must be allowed without regard to gender, gender identity, gender presentation and sexual orientation.





17. What tips do you have for addressing questions we may receive from youth members about individuals who identify as transgender?

It is important to provide opportunities for positive discussion and educational moments as they arise. At the same time, it is also necessary to protect the privacy of individuals. So keep discussions generic, referring to “people” rather than a specific person. With younger members, a fairly simplistic discussion is often the most appropriate. For example:

Young Member: Why does that boy dress like a girl?

4-H Volunteer/Staff: You know, we often think there is one way to dress like a girl and one way to dress like a boy. But really, people can dress in lots of different ways. In 4-H, we want people to be comfortable to dress like themselves. What do you like to wear?

For older members, it may be helpful to provide more information. For example:

Older Member: Last year, that member stayed with us in the girls’ room/cabin. Why is she staying in the boys’ room/cabin this year?

4-H Volunteer/Staff: Sometimes people are born a girl and as they grow up they realize that they feel like a boy. Sometimes people are born a boy and as they grow up they realize that they feel like a girl. Sometimes people grow up and realize that they don’t feel like a boy or a girl. There are lots of ways people can feel about who they are. In 4-H, we want everyone to feel comfortable being themselves.

18. We have received a report that an individual is being harassed because of her sexual orientation, gender identity, and/or gender expression. How should we respond?

Whether this report comes directly from the individual, someone else, or direct observation, a thorough response is required. All 4-H programs must provide a safe environment free of harassment based on an individual’s sexual orientation, gender identity, and gender expression. If harassment occurs, you should intervene immediately. A single offensive comment should be discussed and you should review the 4-H code of conduct, as well as UC ANR’s non-discrimination policies. Failing to treat individuals consistent with their gender identity, including using their preferred names and pronouns, may constitute harassment. If harassment continues, you should immediately stop the harassment, prevent the reoccurrence, and engage in appropriate corrective action. In all cases, take steps to ensure the individual who experienced the conduct is secure and safe, and check in with them regularly to make sure the behavior has stopped. All reports of discrimination, harassment, sexual harassment or sexual violence must be reported to the UCANR, Affirmative Action Compliance & Title IX Officer, University of California, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1397. Alternatively, a program discrimination complaint may be filed with the UC Harassment & Discrimination Assistance and Prevention Program (HDAPP) by email hdapp@ucdavis.edu or phone: 530-304-3864; or contact the UC ANR Title IX Coordinator at (530) 752-9466.

For more information on how to report harassment and discrimination go to:
http://ucanr.edu/sites/DiscriminationSexual_Violence/Reporting/





19. Someone wants to file a complaint in regards to this policy. What should I do?

Please share the UC ANR [non-discrimination policy](#) and provide the contact information for to UCANR, Affirmative Action Compliance & Title IX Officer, University of California, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1397.

Website: http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/

Alternatively, a program discrimination complaint may be filed with the UC Harassment & Discrimination Assistance and Prevention Program (HDAPP) by email hdapp@ucdavis.edu or phone: 530-304-3864; or contact the UC ANR Title IX Coordinator at (530) 752-9466.

20. What is the UC ANR Non-Discrimination Policy?

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the University of California, Division of Agriculture and Natural Resources (UC ANR) is prohibited from discriminating on the basis of race, color, national origin, religion, sex, gender, gender expression, gender identity, pregnancy (which includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), physical or mental disability, medical condition (cancer-related or genetic characteristics), genetic information (including family medical history), ancestry, marital status, age, sexual orientation, citizenship, status as a U.S. veteran and reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) contact the ADA Coordinator, UC ANR Building, 2801 Second Street, Davis, CA 95618. (Phone: 530-750-1317, email: daritz@ucanr.edu or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint with the USDA, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by: (1) Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or (2) Fax: (833) 256-1665 or (202) 690-7442; or (3) Email: program.intake@usda.gov. The University of California, Division of Agriculture and Natural Resources (UC ANR) is an equal opportunity provider.

Alternatively, a program discrimination complaint may be filed with the UC Harassment & Discrimination Assistance and Prevention Program (HDAPP) by email hdapp@ucdavis.edu or phone: 530-304-3864; or contact the UC ANR Title IX Coordinator at (530) 752-9466.





University policy is intended to be consistent with the provisions of applicable State and Federal laws. Inquiries regarding the University's nondiscrimination policies may be directed to: UC ANR, Interim Affirmative Action Compliance Officer, University of California, Agriculture and Natural Resources, 2801 Second Street, Davis, CA 95618, (530) 750-1280. Email: tjordan@ucanr.edu. Website: [http://ucanr.edu/sites/anrstaff/Diversity/Affirmative Action/](http://ucanr.edu/sites/anrstaff/Diversity/Affirmative_Action/).

This policy statement supersedes the UC ANR Nondiscrimination and Affirmative Action Policy Statement for University of California Publications Regarding Program Practices dated July 2013.

This document was developed with guidance from UC 4-H leadership, administration, Title IX Office, and legal counsel. The revised version was approved for statewide use on 5/10/2021.

