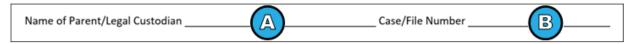# INSTRUCTIONS

Race Data Form - CHIPS and Permanency Cases

NOTE: The Minnesota Courts are collecting information on all children in child protection (CHIPS) and permanency cases. Collecting this information will help the Court ensure that all children are treated fairly and equally, regardless of their race or ethnicity. Filling out this form on behalf of your children is optional.

Providing this information will not affect your case.
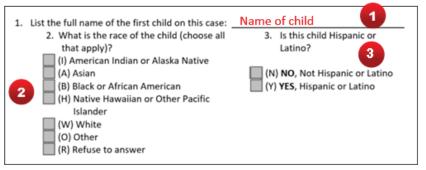
If you choose to fill it out, follow these steps:

A. List the full name of the parent/legal custodian filing out this form.

B. List the case number (also called the court file number).

There are 3 questions on the form for each child.

1. The first question asks for each child's full name.

2. The second question asks for each child's race. Choose all that apply.

3. The third question asks whether each child is Hispanic or Latino.

Note: By returning this form to the court, even if you choose "(R) Refuse to Answer," the court will not continue to ask for this information.

You can give the Race Data Form to court administration in the following ways:

- In person at the courthouse;
- Leaving it in a physical dropbox at the courthouse, if available;
- Mailing it to court administration;
- Faxing it to court administration; or
- Emailing it to court administration.

Contact information for court administration is available online at https://mncourts.gov/Remote-Hearings.aspx (click on the "County Contact" tab).

DO NOT eFile the *Race Data Form*.

Contact court administration in the county where your case is filed for more information.

Name of Parent/Legal Custodian _____

Case/File Number: _____

RACE DATA FORM

CHIPS and Permanency Cases

Please answer **all** questions (1-3) below for **each** child in this case.

1. List the full name of the first child on this case: _____

2. What is the race of the child? (Choose all that apply)

  __ (I) American Indian or Alaska Native

  __ (A) Asian

  __ (B) Black or African American

  __ (H) Native Hawaiian or Other Pacific Islander

  __ (W) White

  __ (O) Other

  __ (R) Refuse to answer

3. Is this child Hispanic or Latino?

  __ (N) **NO**, Not Hispanic or Latino

  __ (Y) **YES**, Hispanic or Latino

1. List the full name of the first child on this case: _____

2. What is the race of the child? (Choose all that apply)

  __ (I) American Indian or Alaska Native

  __ (A) Asian

  __ (B) Black or African American

  __ (H) Native Hawaiian or Other Pacific Islander

  __ (W) White

  __ (O) Other

  __ (R) Refuse to answer

3. Is this child Hispanic or Latino?

  __ (N) **NO**, Not Hispanic or Latino

  __ (Y) **YES**, Hispanic or Latino

1. List the full name of the next child on this case: _____

2. What is the race of the child? (Choose all that apply)   3. Is this child Hispanic or Latino?

   __ (I) American Indian or Alaska Native   __ (N) **NO**, Not Hispanic or Latino

   __ (A) Asian   __ (Y) **YES**, Hispanic or Latino

   __ (B) Black or African American

   __ (H) Native Hawaiian or Other Pacific Islander

   __ (W) White

   __ (O) Other

   __ (R) Refuse to answer

1. List the full name of the next child on this case: _____

2. What is the race of the child? (Choose all that apply)   3. Is this child Hispanic or Latino?

   __ (I) American Indian or Alaska Native   __ (N) **NO**, Not Hispanic or Latino

   __ (A) Asian   __ (Y) **YES**, Hispanic or Latino

   __ (B) Black or African American

   __ (H) Native Hawaiian or Other Pacific Islander

   __ (W) White

   __ (O) Other

   __ (R) Refuse to answer

1. List the full name of the next child on this case: _____

2. What is the race of the child? (Choose all that apply)   3. Is this child Hispanic or Latino?

   __ (I) American Indian or Alaska Native   __ (N) **NO**, Not Hispanic or Latino

   __ (A) Asian   __ (Y) **YES**, Hispanic or Latino

   __ (B) Black or African American

   __ (H) Native Hawaiian or Other Pacific Islander

   __ (W) White

   __ (O) Other

   __ (R) Refuse to answer

1. List the full name of the next child on this case: _____

2. What is the race of the child? (Choose all that apply)   3. Is this child Hispanic or Latino?

    __ (I) American Indian or Alaska Native   __ (N) **NO**, Not Hispanic or Latino

    __ (A) Asian   __ (Y) **YES**, Hispanic or Latino

    __ (B) Black or African American

    __ (H) Native Hawaiian or Other Pacific Islander

    __ (W) White

    __ (O) Other

    __ (R) Refuse to answer

1. List the full name of the next child on this case: _____

2. What is the race of the child? (Choose all that apply)   3. Is this child Hispanic or Latino?

    __ (I) American Indian or Alaska Native   __ (N) **NO**, Not Hispanic or Latino

    __ (A) Asian   __ (Y) **YES**, Hispanic or Latino

    __ (B) Black or African American

    __ (H) Native Hawaiian or Other Pacific Islander

    __ (W) White

    __ (O) Other

    __ (R) Refuse to answer

<div align="center">

Have you answered **all** questions for each child?
For definitions see the next page.

</div>

The information that you provide here will be compiled in a summarized form that will not identify the child by name. Identifying information may, however, be subject to disclosure as required by the rules of public access to records of the judicial branch, or other laws or court rules.

Definitions:

<u>Race Categories</u>: *

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 attachment.

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, Hmong, 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, for example Somalia. Terms such as "Haitian" can be used in addition to "Black or African American."

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, the Middle East, North Africa, or Mexico.

<u>Ethnicity</u>: *

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race. The term, "Spanish origin," can be used in addition to "Hispanic or Latino."

* The United States Census Bureau has established these Race and Ethnicity categories