

**Partner Agency Name: ABC Community Services, Inc.**

**FY 2013 ADULT/SENIOR TRACK PROGRAMMING SUMMARY**

Objectives			Strategies		Curricula				
1	MyPlate/MyPyramid	11	Sugars	1	Single Class	1	About Eating	11	Seniors Eating Well
2	Fruit	12	Food Safety	2	Series Class, 2-4 sessions	2	A New You	12	Shopping Matters
3	Vegetables	13	Food Shopping	3	Series Class, 5-9 sessions	3	Eating Smart, Being Active	13	Simply Good Eating
4	Whole Grains	14	Eating Competence	4	Series Class, 10+ sessions	4	Eat Smart, Live Strong		
5	Calcium			5	One-on-one sessions	5	FRIDGE		
6	Physical Activity			6	Multimedia	6	HPC Curriculum		
7	Calories In: Out					7	Healthy Living (Myers)		
8	Fiber					8	Loving Your Family		
9	Food Label					9	Money for Food		
10	Fat/Cholesterol					10	MyPlate/MyPyramid		

Subgroup	Indirect Only	DIRECT EDUCATION ONLY Use codes above to indicate:			DIRECT EDUCATION ONLY Estimate of Reach		DIRECT & INDIRECT
		Objectives	Strategies	Primary Curricula	Participants	Number of Contacts	Food Tasting Contacts
Health Centers		1,4,5,6,7,8,9	1,2,5	6	300	1500	600
Food Pantries/Distribution		1,2,3,8,9,11	1	10	1200	6000	6000
Group Living Sites		1,2,3,6,12	1, 5	3	150	300	300
Community Gardens		2,3,8,12	1	8	1000	3000	3500
SNAP Offices/CAO	X	-	-	-	-	-	0
Seniors		1,2,3,6,12,13	1,2	4,9,13	150	2400	2400
Low-income Housing (Adults)		1,2,3,4,6,13	1	9,10	500	2000	1000
Food Stores/Farmers Markets	X	-	-	-	-	-	5000
Community Sites		4,5,7,9,10	3	6	120	720	240
Caregivers*		2,3,4,5,6,12,13	1,3	3,8,13	100	300	600

\*Caregivers recruited from School-Age or Preschool Tracks for programming that addresses Adult/Senior Track objectives, or uses curricula intended for adults.

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**FY 2013 ADULT/SENIOR TRACK STATEMENT OF WORK**

**Recruitment Methods**

How will you inform potential SNAP-Ed participants about available direct and indirect education programming?

**Health Centers:** ABC Community Services, Inc. (ABC) has partnered with health centers to provide nutrition education to SNAP-eligible individuals. Participants are referred to single and series classes directly by physicians, nurses and social workers. One-on-one education participants are recruited both by referral from physicians, etc., as well as through participation in the single and series classes. Indirect education such as bulletin boards, posters, newsletters, flyers, videos and digital photo receivers placed throughout the health centers are used to advertise classes and one-on-one education to SNAP-eligible individuals.

**Food Pantries:** At food pantries, ABC provides nutrition education classes during scheduled distribution times when participants are receiving fresh produce and other items. Indirect recruitment methods, such as newsletters and flyers, alert prospective participants of scheduled classes.

**Group Living Sites:** ABC has partnered with group living sites to provide nutrition education for residents. Participants are referred to single classes directly by social workers on site.

**Community Gardens:** ABC has partnered with community gardens to provide nutrition education. Classes are held at community gardens during scheduled planting, maintenance and harvest times. Urban gardeners work with ABC staff to advertise the classes and to recruit participants.

**Senior Centers:** Participants at senior centers are referred directly for single classes by each center's staff and through advertisements included in newsletters, posters and digital photo receiver shows.

**Low-income Housing (Adults):** Participants at low-income housing and community sites are referred to single classes by program coordinators. Indirect recruitment methods, such as newsletters and flyers, alert prospective participants of scheduled classes.

**Farmers' Markets, CAO Offices:** Participants will be recruited via flyers distributed at farmers' market stands and posted on bulletin boards in the lobby of the CAO office.

**Collection of Unduplicated Counts and Demographics**

Describe procedures to collect and report unduplicated counts of participants. Unduplicated participant counts represent the number of different individuals receiving direct education during one fiscal year.

Will administer TRACKS Participant Demographics Survey (Attachment to Policy E02: Program Reporting Requirements for Nutrition Education Contacts) to attendees at each intervention (i.e. each single class, each session of series class, each one-on-one education session); will verify participation responses against class attendance records.

Describe tools and procedures to identify SNAP participation and to report demographic information (gender, race/ethnicity) of participants.

Will administer TRACKS Participant Demographics Survey (Attachment to Policy E02) to attendees at each intervention.

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### Program Description

Review the bulleted items below and use these to develop your program description in approximately 1000 words or less.

- Describe the overall structure of your Adult/Senior Track program, including direct and indirect programming. Do you follow a monthly/quarterly objective-based theme? Is your program based on a specific published curriculum?
- Describe how components of programming dovetail.
- How will you utilize non-USDA staff (e.g. senior center directors, nurses) for program delivery? How will they be trained?

**Health Centers: (Direct)** ABC staff will conduct a 4-session series class at each of the health centers. Each lesson is offered four times per week for a month before continuing to the next lesson. Each session is approximately 2 hours in length. The series is repeated throughout the year. Two of the lessons include food tasting. One-on-one education will be provided by cost share staff on a case-by-case basis with participants referred by physicians, nurses and social workers, as well as participants identified through the series class. One-on-one education will be used to clarify, repeat and/or expand on material from the series class. **(Indirect)** Each month, DPRs, posters and bulletin boards will be used to reinforce and supplement nutrition information provided through classes. They will also be used to announce class schedules and other related events including advertising the availability of nutrition educators for one-on-one sessions. ABC staff will provide a 2-hour comprehensive training session to cost share staff at the health center at the beginning of the fiscal year to review SNAP-Ed programming guidelines, approved curricula/materials and cost share time documentation. In addition, ABC staff will train health center staff on an individual basis throughout the year to utilize provided newsletters, pamphlets, and handouts.

**Food Pantries: (Direct)** ABC staff will conduct 5 single classes at the food pantry; classes will focus on MyPlate/MyPyramid food groups. Each class will be one hour in length. Food demonstrations and tastings will provide ideas about how to use the monthly food package. **(Indirect)** A monthly newsletter delivered during distribution times will alert prospective participants of scheduled classes held at the pantry and provide recipe ideas related to the food packages.

**Group Living Sites: (Direct)** ABC staff will conduct single classes with assistance from cost share staff; each lesson is offered once per week for a month according to a monthly objective-theme before continuing to the next lesson/objective. Lessons will be approximately 45 minutes long and will be conducted throughout the year. Each lesson will include a cooking demonstration and/or food tasting. One-on-one education will be provided on a case-by-case basis. **(Indirect)** Posters, bulletin boards, pamphlets and handouts with nutrition messages corresponding to the monthly theme will be provided by ABC staff and displayed in the main living rooms of these sites. Quarterly newsletters will also be provided. ABC staff will conduct a 2-hour comprehensive training session for Group Living Site Directors at the beginning of the fiscal year to review SNAP-Ed programming guidelines, approved curricula/materials and cost share time documentation.

**Community Gardens: (Direct)** ABC staff will conduct single classes that include cooking demonstrations and food tastings at community gardens from June to September. Classes will focus on healthy cooking and the value of growing and eating produce received from the community garden. At each class, recipes will be distributed as well as fact sheets about fruits and vegetables, food storage and food safety. **(Indirect)** Foods harvested from the garden and prepared for direct education classes are also distributed as indirect education food tastings.

**CAO Offices: (Indirect)** ABC staff will provide a monthly newsletter for distribution (same newsletter developed for Low Income Housing (Adult) subgroup.) Flyers will be posted on bulletin boards during the summer to invite SNAP applicants to series classes planned for local recreation, faith-based, and community centers (see Community Sites subgroup).

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**Seniors Centers: (Direct)** ABC staff will conduct a 4-session series class (1 lesson per month for four months) at each senior center. Each session is approximately 1 hour in length. A fruit/vegetable food tasting will be conducted during each session. Cost share staff will conduct single classes (30-45 minutes in length) each month (12 months). ABC staff will provide a 2-hour comprehensive training session to Senior Center Directors at the beginning of the fiscal year to review SNAP-Education programming guidelines, approved curricula/materials and cost share time documentation. **(Indirect)** Each month indirect education will focus on a specific vegetable. ABC staff will provide a monthly newsletter for distribution; newsletters will contain an announcement for upcoming series class sessions. Cost share staff will create a monthly bulletin board display at each senior center using SNAC materials and will conduct a food tasting for that vegetable.

**Low Income Housing (Adults): (Direct)** ABC staff will conduct 2 single classes at each low income housing site. Single class lesson 1 will be offered during quarters 1 and 2; single class lesson 2 will be offered during quarters 3 and 4. Each lesson is offered once per month during those quarters. Each session is approximately 1.5 hours in length and includes a food tasting. Lesson 1 will focus on MyPyramid/MyPlate and lesson 2 will focus on food resource management strategies. Cost share staff will conduct two additional single class lessons following the same schedule (i.e. each lesson is offered once per month during the corresponding quarters.) ABC staff will provide a 2-hour comprehensive training session to Low Income Housing Directors at the beginning of the fiscal year to review SNAP-Education programming guidelines, approved curricula/materials and cost share time documentation. **(Indirect)** ABC staff will provide a monthly newsletter for distribution. Material will correspond to the current single class lesson topic and will announce upcoming direct education offered at the housing site and, during the summer, at local community sites (see Community Sites subgroup).

**Farmers Markets: (Indirect)** ABC staff will have a nutrition education table at each market. Fruit and vegetable factsheets and display materials will be distributed and/or shown at the table. Fresh fruit and vegetable food tastings will be offered. Flyers will be posted to invite shoppers to series classes planned for local recreation, faith-based, and community centers (see Community Sites subgroup).

**Community Sites: (Direct)** ABC staff will offer a 6-session series class during the summer at recreation, faith-based and community centers. Two lessons will be offered per month from June through August at each site. The kickoff session and the end of summer session will include food tastings. Each session will be 1 hour long.

**Caregivers: (Direct)** ABC staff will provide 4 workshops between October and June (one every other month) at each participating school. Each session is 90 minutes in length and includes food demonstration and tasting. ABC staff will also offer a 6-session series (1 lesson per month) at participating preschool sites. Each lesson is 45 minutes and includes food tasting. Cost share staff in preschools will assist with lessons. ABC staff will provide a 2-hour comprehensive training session to school and preschool staff at the beginning of the fiscal year to review SNAP-Education programming guidelines, approved curricula/materials and cost share time documentation.

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**Evaluation**

**Statewide Activities:** Type an “x” in the box next to statewide evaluation initiatives your agency will participate in. Type the name of the subgroups your agency will evaluate for each evaluation initiative.

Evaluation Initiative		Subgroups
X	Post/Retrospective-Pre Surveys (Calcium, Food Safety, Food Resource Management)	Health Centers, Food Pantries, Low Income Housing (Adults), Community Sites
X	Newsletter Survey	Food Pantries
	Eating Competence Satter Inventory for Low-Income (About Eating Evaluation)	
X	Eat Smart, Live Strong Participant Feedback Survey	Seniors

**Other Evaluation Activities:** Provide a detailed description of other evaluation activities your agency will use to evaluate proposed programming. For each activity, indicate the component of programming that will be evaluated (for example, subgroup), the evaluation methods or tools to be used, protocol, sampling plans, and how results will be tracked and reported to the TRACKS Management Entity.

**Food Pantries, Low Income Housing (Adults):** In addition to statewide evaluations, ABC staff plan to search for an existing, tested evaluation tool to measure MyPyramid/MyPlate knowledge. If no existing tool or existing survey items are found, ABC staff will develop a survey to be submitted to the ME for review and approval prior to administration. Results will be compiled in an Excel spreadsheet and submitted to the TRACKS ME as part of quarterly evaluation reporting.

**Community Gardens:** An evaluation survey will be administered at the last scheduled cooking demonstration for 50% of community garden sites (approximately 500 respondents). The survey will be used to capture participants’ interest in the topics and the classes; the survey will include items from the Loving Your Family Feeding Their Future Customer Feedback Survey. Site coordinators from each community garden site will be surveyed to evaluate programming and accompanying materials. Participant and Site Coordinator Surveys were reviewed by ME staff during FY11; if revised, they will be resubmitted to the ME for review and approval prior to administration. Results will be compiled in an Excel spreadsheet and submitted to the TRACKS ME as part of quarterly evaluation reporting.

**Seniors:** In addition to statewide evaluations, ABC staff will administer Money For Food curriculum-specific evaluation to all participants. Money For Food evaluation includes one or two end-of-session questions asked orally; the educator records responses. Results will be compiled in an Excel spreadsheet and submitted to the TRACKS ME as part of quarterly evaluation reporting.

**Farmers Markets:** All shoppers will be invited, at the end of the season, to complete a brief survey about nutrition education materials received and changes (if any) in fruit and vegetable consumption since attending the market. ABC staff will develop this survey and submit it to the ME for review and approval prior to administration. Results will be compiled in an Excel spreadsheet and submitted to the TRACKS ME as part of quarterly evaluation reporting.