

**CALIFORNIA DEPARTMENT OF PUBLIC HEALTH  
NUTRITION EDUCATION AND OBESITY PREVENTION (NEOP) BRANCH  
Attachment 29  
Federal Fiscal Year (FFY) 2017-2019**

**DELIVERABLES/OUTCOME MEASURES:** Local Health Departments (LHDs) are required to deliver Supplemental Nutrition Assistance Program Education (SNAP-Ed) services that integrate nutrition education and policy, systems, and environmental approaches on multiple levels of the Social-Ecological Model (SEM) to support community health goals that address obesity prevention. To ensure that the California Department of Public Health (CDPH) meets its statewide SNAP-Ed objectives, the LHDs are responsible for meeting the United State Department of Agriculture (USDA) assurances and the following checked deliverables. Deliverables not met will result in a corrective action plan and/or denial or reduction in future SNAP-Ed funding.

**Local Health Department Deliverables**

<p><b>Deliverable 1</b></p>	<ul style="list-style-type: none"> <li>• <b>Three-year integrated work plan (IWP):</b> The LHD component of the IWP must be updated annually if significant changes were made to it. The IWP must describe nutrition education and obesity prevention and evaluation strategies to improve the health of the SNAP-Ed eligible population based on the Social-Ecological Model (SEM), and an assessment using ethnicity, obesity, chronic disease, and related data for the jurisdiction. SNAP-Ed Activities include meeting with the County Welfare Department to increase awareness and connect SNAP recipients to SNAP-Ed services in the health jurisdiction. Using FFY 18 budget projections, The LHD specific components of the IWP must adhere to the portfolio selection criteria designated.</li> </ul>	<input type="checkbox"/>
<p><b>Deliverable 2</b></p>	<p><b>Project Reporting:</b> projects must report on various intervention activities, assessments, and evaluation activities to NEOPB via the online Activity Tracking Form (ATF) into the Education and Administrative Reporting System (EARS); or electronically through email.</p> <p>Utilize the ATF to gather process level data pertaining to direct education, indirect education, and social marketing efforts from local health department partners, and contractors to complete the EARS form.</p> <p>Compile data for and report quarterly on educational activities, completing all relevant components on the ATF such as:</p> <ul style="list-style-type: none"> <li>A) The number, SNAP status, age, gender, and race/ ethnicity of SNAP-Ed eligible individuals receiving what type of evidence-based direct nutrition education and in what setting. (Note: When this information is not available, report as indirect education contacts as in B) or C) below).</li> <li>B) The number of evidence-based nutrition education and health promotion messages to address SNAP-Ed goals, at least half of which are “Half Your Plate: Fruits and Vegetables” and “Rethink Your Drink”.</li> <li>C) Community public relations events and community messages promoting healthy foods and beverages and physical activity in SNAP-eligible census tracts and venues.</li> </ul> <p>Compile data for and report quarterly on community engagement activities, completing all relevant components on the ATF such as:</p> <ul style="list-style-type: none"> <li>D) Training to service providers, SNAP-Ed-eligible families or their representatives (“Champions”), youths and/or groups in SNAP-Ed-eligible venues/census tracts on SNAP-Ed strategies.</li> <li>E) Coalitions and partnerships established with USDA-funded and other partners to address community issues, enhance the consistency of food and nutrition messaging, and consensus building on how best to improve access to healthy foods, beverages, and physical activity in the SNAP-eligible community.</li> <li>F) Any presentation to decision makers of Communities of Excellence in Nutrition, Physical Activity, and Obesity Prevention (CX<sup>3</sup>) or other community assessment findings along with (a) proposal(s) for action and an implemented action plan(s) for achieving the identified changes developed through full or modified consensus by community members and partners.</li> </ul>	<input type="checkbox"/>

<p><b>Deliverable 3</b></p>	<ul style="list-style-type: none"> <li>• <b>Assessments:</b> Conduct a community assessment using an evidence-based assessment tool or the Communities of Excellence in Nutrition, Physical Activity and Obesity Prevention (CX3) tools to assess readiness and need for specific program areas during the current and future grant cycles.</li> </ul>	<input type="checkbox"/>
<p><b>Deliverable 4</b></p>	<ul style="list-style-type: none"> <li>• <b>Direct Education: Impact/Outcome Evaluations (IOEs) data:</b> NEOPB requires LHDs and/or designees that receive over \$350,000 <b>[based on the second year funding level (FFY2018)]</b> to conduct approved impact/outcome evaluation. LHDs and/or designees are expected to measure change in fruit and vegetable consumption and factors that influence it, or beverage consumption and factors that influence it, using a pre-test/post-test survey design.</li> </ul>	<input type="checkbox"/>
<p><b>Deliverable 5</b></p>	<ul style="list-style-type: none"> <li>• <b>Policy, System, and Environmental (PSE) Evaluation:</b> PSE reports must use the RE-AIM evaluation framework (Reach, Effectiveness, Adoption, Implementation, and Maintenance) to assess the following: <ul style="list-style-type: none"> <li>○ <b>Reach:</b> Number of SNAP-Ed eligible participants that benefitted from the change(s) during the period assessed;</li> <li>○ <b>Effectiveness:</b> Number of settings with improved food or physical activity environment assessment scores using a reliable and consistent environmental assessment tool;</li> <li>○ <b>Adoption:</b> Aggregate number of SNAP-Ed settings where at least one organizational or environmental change is made in writing or practice to improve or strengthen access or appeal for healthy eating or physical activity during the period assessed;</li> <li>○ <b>Implementation:</b> Aggregate number of SNAP-Ed settings that report a multi-component initiative with one or more organizational or environmental changes adopted AND at least one of the following: 1) evidence-based education, 2) marketing, 3) parent and/or community involvement, 4) staff training on continuous program and policy implementation; and</li> <li>○ <b>Maintenance:</b> Average percentage increase, or number of institutional or community resources invested in nutrition and physical activity supports or standards at SNAP-Ed settings in terms of staff, cash, or in-kind supports.</li> </ul> </li> </ul> <p>As applicable, report on successful implementation of Policy/Systems/ Environmental Change (PSE) processes, including reach, effectiveness (outcomes), adoption, implementation, maintenance, and challenges faced, means used to overcome them, and next steps. Include copy/description of policy change enacted, system altered, and/or photographs of environmental change made to improve access to healthy foods and beverages and to improve opportunities for physical activity.</p>	<input type="checkbox"/>

<b>Deliverable 6</b>	<b>Expense documenting</b> all expenses incurred during each federal fiscal year with the ability to provide back-up documentation for expenses in sufficient detail to allow CDPH-NEOPB to ascertain compliance with USDA grant rules for allowable expenses. Likewise, provide biannual Progress Reports describing in detail the program activities conducted, and the ability to provide source documentation in sufficient detail to support the reported activities.	<input type="checkbox"/>
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