

## **Updates to FFY17 Activity Tracking Form**

This document outlines the changes that have been made to the ATF from FFY16 to FFY17. For complete ATF information, refer to the FFY17 ATF instructions.



## Direct and Indirect Education sections:

Start Date of Event:	<input type="text"/>	Educator Name (optional):	<input type="text"/>
End Date of Event (if applicable):	<input type="text"/>	Notes (optional):	<input type="text"/>
<p>If you are working from the Integrated Work Plan you can enter up to 5 activity numbers. IWP numbers without an "E" should be entered as 1.1.0, 3.2.0, 5.3.0, etc. IWP numbers with an E should be entered as E.1.1, E.3.2, E.5.3, etc. If you are also working from the Deliverables document, please insert the Deliverable number. If you are working from a different scope of work you can use the Goal, Objective, and Activity numbers.</p>			
<b>INTEGRATED WORK PLAN</b>		<b>PRIMARY OBJECTIVE</b>	
<input type="text"/>	<input type="text"/>	Goal:	<input type="text" value="1"/>
<input type="text"/>	<input type="text"/>	Objective:	<input type="text"/>
<input type="text"/>	<input type="text"/>	Activity:	<input type="text"/>
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
Event Description: <input type="text"/>			

- Removed Deliverable Number section (Deliverable numbers are no longer used after FFY16)

<input type="checkbox"/> Did the event include children at School/Afterschool/Preschool/Daycare/Head Start? Check if YES.	
<input type="checkbox"/> Was this an afterschool event?	
Site Name: <input type="text" value="--Select One--"/>	
Main Topic: <input type="text" value="--Select One--"/>	
Type of Activity: <input type="text" value="--Select One--"/>	
Time (in minutes): <input type="text" value="--Select One--"/>	
Session Format: <input type="text" value="--Select One--"/>	
Audience: <input type="text" value="--Select One--"/>	
<input type="checkbox"/> Interactive Multimedia	
<input type="checkbox"/> Was event part of an Impact/Outcome Evaluation?	
Select SNAP-Ed Focus Area if applicable: <input type="text" value="--Select One--"/>	
<input type="button" value="Clear Page"/>	<input type="button" value="Save and Next"/>

- Added an optional Audience drop-down list. Choices include options such as Preschool, Elementary, Middle school, High School, Adults, Parents, Seniors, etc.
- Added an optional SNAP-Ed Focus Area field. Choices include Asian American Campaign, Rethink Your Drink, Retail Program, Worksite Program, etc.

**Direct and Indirect Education sections continued:**

Check if any Harvest of the Month materials used?

If the event was not conducted in English, please select the primary language that was used

Select Type of SNAP-Ed Signature Events and Themed Events If Applicable

**SNAP-Ed Material Used Selection:**

- 10 Tips Nutrition Education Series
- 2010 US Dietary Guidelines for American
- Add more vegetables to Your Day
- Be active adults
- Be a Healthy Role Model for Children (12)
- Be Active Your Way: A Guide for Adults
- Be an active family (29)
- Be choosy in the dining hall (26)
- Be food safe (23)

**SNAP-Ed Material Used Selected:**

**Curricula Selection:**

- 4-H Cooking 101
- Activity + Eating
- Arthritis Foundation Exercise Program
- Bingoize
- Body & Soul
- Building a Healthy Me
- Choice, Control and Change
- Choose Health: Food, Fun and Fitness Curriculum
- Choosing Healthy Beverages

**Curricula Selected:**

**Intervention Selection:**

- Baby-Friendly Hospital Initiative (MA)
- Balanced Energy Physical Activity Toolkit, BEPA Toolkit
- Baltimore Healthy Stores (MD)
- Bienestar Health Program (TX)
- California Fit Business Kit (CA)
- Cent\$ible Nutrition Program (WY)
- Champions for Change (CA)
- Children's Power Play Campaign (CA)
- CHOICES, Contra Costa Child Care Council's Best Prac

**Intervention Selected:**

Back Clear Page Save and Next

- The updated materials section includes fields for reporting materials, curricula and intervention.

**CX 3**

Type of CX3 Assessment Related Training

# of Stakeholders in attendance

Describe the Stakeholders in Attendance: eg Health Department, Leadership, Community Organization, City/County Officials, etc

CX3 Intervention Focus Area: eg Mobile Vending, Fast Food, etc

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**PEER EDUCATORS**

Number of Youth Engagement and Peer Eduators taking part in this activity

Youth Engagement team name

Number of total team members, not just members present at this event

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**YOUTH ENGAGEMENT**

Type of Youth Engagement Activity: Recruitment of Youth Serving Agency, Recruitment of Adult Ally, Recruitment of Youth, Orientation, Technical Assistance, Training, Presentation

If any stakeholders were present please describe them: eg PTA, School Staff, District Staff, Community Agencies, etc

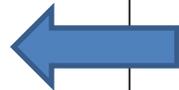
If a training, meeting or presentation was conducted or Technical Assistance given what was the topic/discussion about?

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**RETAIL MATERIALS**

Materials Distributed at store

If applicable, please select up to 4 Retail Program materials used at your event.



- The “Other Programs” page has been updated to include more information about Youth Engagement and Peer to Peer activities.
- New Items include the Youth Engagement Team name and the total number of team member of that particular youth engagement team.
- Retail updates include a list of retail materials to choose from, rather than an open ended text box.

**Partnership section:**

NEOPB defines a partnership as “**working together in a mutually beneficial manner to accomplish joint goals, regardless of any contractual agreements.**”

<b>New Partnership Log</b>	
Name of Partner	<input type="text"/>
Type of Partner	--Select One-- 
Continuum of Collaboration	<input type="text"/> 
Common cause	<input type="text"/>
Assistance Provided	<input type="text"/> 
Assistance Received	<input type="text"/> 
Total contribution (in dollars)	<input type="text"/>
Notes	<div style="border: 1px solid gray; height: 100px; width: 100%; position: relative;"></div>
Contact Person	<input type="text"/>
Phone Number	<input type="text"/>
Email	<input type="text"/>
Address	<input type="text"/>
City	<input type="text"/>
Zip	<input type="text"/>

- Updated Partnership fields include Continuum of Collaboration, Common Cause, Assistance Provided, Assistance Received, and Total Contribution (in dollars).