

## Statement of Work: FY 2011 Adult/Senior Track

Complete one **Statement of Work** for *each* subgroup listed on the Programming Summary. Enter responses in the space provided for each section. Tables will expand as text is entered. Be specific in your responses. Programming description must support your budget, budget narrative, staffing chart and cost share documentation.

**a. Subgroup Name:** Food Pantries

### **b. Direct Education Delivered by TRACKS Staff**

Describe proposed direct education programming to be delivered by TRACKS staff. Describe each strategy listed on the Programming Summary form. How many interventions are planned for each strategy (e.g. 3 series; four sessions each)? How will curricula and supporting materials be used (e.g. lesson plans from Eat Smart, Live Strong curriculum and activity sheets from SNAC)? What *specific* methods are planned for nutrition interventions (e.g. lessons, games, activities, cooking, etc.)? How long is each intervention and over how many months will strategies be implemented? Are food tastings occurring as part of each strategy? If so, how many food tasting contacts are estimated?

N/A

### **c. Direct Education Delivered by Cost Share Staff**

Describe proposed direct education programming to be delivered by cost share staff listed in your staffing chart and cost share letters. Describe each strategy selected on the Programming Summary form. How many interventions are planned for each strategy (e.g. 3 series; four sessions each)? How will curricula and supporting materials be used (e.g. lesson plans from Eat Smart, Live Strong curriculum and activity sheets from SNAC)? What *specific* methods are planned for nutrition interventions (e.g. lessons, games, activities, cooking, etc.)? How long is each intervention and over how many months will strategies be implemented? Are food tastings occurring as part of each strategy? If so, how many food tasting contacts are estimated? Describe how cost share staff are trained to deliver and document TRACKS programming using approved curricula/supporting materials.

N/A

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### d. Indirect Education

If indirect education is planned, complete the table below. See *Form Instructions Statement of Work: FY 2011 Adult Senior Track* for strategy definitions. For each strategy selected, estimate the number of indirect education participants reached and the frequency of intervention (e.g. daily, weekly, monthly, quarterly). In the far right column, provide a brief description of planned indirect education and how strategies support direct education interventions.

Strategy	Estimated # of Individuals Reached	Frequency of Intervention	Description of Indirect Education
Posters, Bulletin Boards, Displays			
Announcements			
Digital Photo Receivers DVDs, Videos			
Health Fairs and Community Events			
Food Demos/Tastings			
Newsletters	1,000	Monthly	A monthly newsletter will be distributed with food packages. Currently food pantry audiences are not provided with direct education opportunities. However, ABC Community Services is considering feasible ways to recruit this audience into direct education activities. FY 2011 newsletters will include information about classes held at low income housing sites. Class attendees will be tracked to determine whether newsletter recruitment is successful.
Fact Sheets/Pamphlets			
Website			
Other			

### e. Evaluation

#### Statewide Evaluation Initiatives

Review the Adult/Senior Track statewide evaluation plans on page 10 of the Adult/Senior Track Description. Type an "x" in the box next to each statewide evaluation initiative your agency will participate in for this subgroup.

<input type="checkbox"/>	Eat Smart, Live Strong Evaluation
<input type="checkbox"/>	Post/Retrospective-Pre Surveys – Calcium, Food Safety, Shopping
<input checked="" type="checkbox"/>	Newsletter Survey
<input type="checkbox"/>	Eating Competence Inventory for Low-Income Audiences ecSI/LI

#### Other Evaluation Activities

Provide a detailed description of other evaluation activities your agency will use to evaluate proposed

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education for this subgroup. For each activity, indicate the segment of programming that will be evaluated, the evaluation methods or tools to be used, protocol, sampling plans, and how results will be tracked and reported to the TRACKS Management Entity.

N/A

SAMPLE