

# **Family Nutrition Program**

## **End of Year Report October 1, 2004 to September 30, 2005**

County Name:

Name of Person Completing Report:

### **Instructions and Helpful Information**

Please note that this form is identical to the one you completed last year. If you still have last year's you may just need to update your numbers and a few pieces of information based on the directions below.

#### **Program Summary**

1. Complete each part that applies to the program in your county. If you do not work with a particular group, then leave that section blank.
2. Do not include any information that is not specifically asked for. If you would like to provide additional information, you may attach it as a separate report.
3. Do not duplicate information from one part to the other. For example, if you work with children and mothers at the health clinic, you need only report the contacts under project 2 (parents with young children). Do not report them under both project 1 AND 2.
4. List only the key messages you taught. Do not list all lessons. For example, some key messages may include: importance of eating fruits and vegetables, being physically active each day, drinking low-fat or fat-free milk.

#### **Contact Summary**

1. We should have all of your contact data if you have submitted the reports on a monthly basis. That contact data breaks down race, gender, and age. However, we need this additional information if you are able to provide it.
2. For every site you teach at, we need to have the number of food stamp recipients or those who are eligible for food stamps. In many cases, you can not go back and ask. However, you collected the data from the sites for your proposal, so you should know what percent of people were certified or eligible for food stamps. So when you're not sure of the exact number, just multiple the total number of people you reached by the percent that are certified or eligible. For example, you are at a site where 87% of the people are certified or eligible for food stamps. You made 1,342 contacts at that site. So  $1,342 \times 87\% = 1,168$

contacts are eligible or certified. You must do this for schools as well as regular sites.

3. Direct contacts include when you teach and when teachers or other agency personnel, such as family support workers or recreation aids, teach. Direct teaching means face-to-face teaching, no matter who does it.
4. For indirect contacts, just remember your ABCs. A: Articles and newsletters. B: Broadcast, such as radio or television. C: Committee meetings. D: Displays, such as in libraries, schools, or health departments.
5. As with direct contacts, indirect contacts should not be duplicated in more than one project. So if you gave out 200 newsletters to children for their parents at a school, you would indicate 200 newsletters for Project 1, not Project 1 AND 2. Same goes for a newspaper article. Include the distribution in only one project.

### **Monthly Reports and In-Depth Reports**

For any additional information, we will compile the data from the monthly reports and in-depth reports that you have submitted through the year. If any of these are missing, please provide them by the deadline. ***If you had any classes that met for six (6) or more times, then an in-depth report should be completed for that group, regardless of whether you took impact data or not.***

### **Due Date**

**This report must be to the State Office no later than November 1, 2005. You may either email the report as an attachment, send through regular mail, or fax. If at all possible, please email.**

# Project 1: Children and Youth

## Program Summary

Type of Site	Number of Delivery Sites
<i>Example: Elementary Schools</i>	<i>Example: 10 schools</i>
<i>Example: Parks and Recreation Dept.</i>	<i>Example: 3 sites</i>

Primary Delivery Method (check ONE)

One-on-one

Group classes

Primary Core Elements Covered (check all that apply)

Dietary Quality

Resource Management

Food Security

Food Safety

Key Messages.

*Example: Eat more fruits and veggies for a healthy life.*

Evaluation Type (check all that apply)

Process: Measures such as tracking number of materials distributed, number of clients reached, effectiveness of alternative methods of delivering nutrition education and/or barriers to implementing the intervention.

Impact (Outcome): How effective the intervention was in changing attitudes, awareness, or behaviors.

### Contact Summary

	Food Stamp Participants	Non-Food Stamp Participants	Total Contacts (Food Stamp + Non-Food Stamp)
<b>Direct Contacts</b>			
Number of Persons directly contacted through group classes or one-on-one teaching			
<b>Indirect Contacts</b>			
Articles: Newsletters or articles in newspapers			
Broadcast: spots or shows on television or radio			
Committee: Advisory committee meeting members			
Displays: Displays or exhibits at libraries, health fairs, or in schools			



### Contact Summary

	Food Stamp Participants	Non-Food Stamp Participants	Total Contacts (Food Stamp + Non-Food Stamp)
Direct Contacts			
Number of Persons directly contacted through group classes or one-on-one teaching			
Indirect Contacts			
Articles: Newsletters or articles in newspapers			
Broadcast: spots or shows on television or radio			
Committee: Advisory committee meeting members			
Displays: Displays or exhibits at libraries, health fairs, or in schools			

## Project 3: Seniors

### Program Summary

Type of Site	Number of Delivery Sites
<i>Example: Senior Centers</i>	<i>Example: 5 centers</i>

Primary Delivery Method (check ONE)

One-on-one

Group classes

Primary Core Elements Covered (check all that apply)

Dietary Quality

Resource Management

Food Security

Food Safety

Key Messages.

*Example: Eat more fruits and veggies for a healthy life.*

Evaluation Type (check all that apply)

Process: Measures such as tracking number of materials distributed, number of clients reached, effectiveness of alternative methods of delivering nutrition education and/or barriers to implementing the intervention.

Impact (Outcome): How effective the intervention was in changing attitudes, awareness, or behaviors.

### Contact Summary

	Food Stamp Participants	Non-Food Stamp Participants	Total Contacts (Food Stamp + Non-Food Stamp)
Direct Contacts			
Number of Persons directly contacted through group classes or one-on-one teaching			
Indirect Contacts			
Articles: Newsletters or articles in newspapers			
Broadcast: spots or shows on television or radio			
Committee: Advisory committee meeting members			
Displays: Displays or exhibits at libraries, health fairs, or in schools			



### Contact Summary

	Food Stamp Participants	Non-Food Stamp Participants	Total Contacts (Food Stamp + Non-Food Stamp)
Direct Contacts			
Number of Persons directly contacted through group classes or one-on-one teaching			
Indirect Contacts			
Articles: Newsletters or articles in newspapers			
Broadcast: spots or shows on television or radio			
Committee: Advisory committee meeting members			
Displays: Displays or exhibits at libraries, health fairs, or in schools			



### Contact Summary

	Food Stamp Participants	Non-Food Stamp Participants	Total Contacts (Food Stamp + Non-Food Stamp)
Direct Contacts			
Number of Persons directly contacted through group classes or one-on-one teaching			
Indirect Contacts			
Articles: Newsletters or articles in newspapers			
Broadcast: spots or shows on television or radio			
Committee: Advisory committee meeting members			
Displays: Displays or exhibits at libraries, health fairs, or in schools			