

Redwood Community Action Agency's AmeriCorps*VISTA Program

AmeriCorps*VISTA Assignment Description (VAD)

Please use this form only. Do not change this format except to add activities or steps according to your program workplan and needs. Use as many pages as you need.

VISTA Project: Nutrition Education & Food Stamp Outreach	VISTA Member Name:	
Site Name: Food for People, Inc.	Assignment Area:	Date:

VISTA Member Activities, Plan and Steps	Planned Period of Work
<p>Goal 1: Humboldt County is ranked 9th statewide in the incidence of hunger and food insecurity among adults in low-income households, with #1 being the worst. More than 10% of low-income adults in Humboldt County experience food insecurity, and with 26% of Humboldt County children in poverty, that number increases. Despite the high rate of hunger, only 46% of those who may be eligible for food stamps actually receive them. Increasing access to food stamps is important to alleviating the incidence of hunger and food insecurity among low income households. It helps these households to better meet the nutrition and energy needs necessary to succeed in other areas of their lives, including the ability for children to learn and succeed in school. Food for People will work to expand outreach to these potentially eligible individuals throughout Humboldt County. Outreach activities will reach a minimum of 150 individuals during the first year; 250 individuals in year two; and 400 individuals in year three.</p>	3 years
<p>Expected outcome:</p> <p>Output: 150 individuals will receive outreach materials specific to the food stamp eligibility and application process</p> <p>Output: 100 individuals will receive direct assistance in the food stamp application process</p> <p>Output: 75 case managers will receive training on the food stamp eligibility and application process.</p> <p>Intermediate Outcome: Low income individuals who receive outreach materials and direct assistance in the application process will follow through with the submission of an application in order to receive benefits.</p> <p>Indicator: Increase in the number of individuals applying for and receiving food stamp benefits</p> <p>End Outcome: % of individuals applying for and receiving food stamp benefits as a result of outreach activities and direct assistance will increase.</p> <p>Instrument: Comparison of county enrollment data with # of individuals who received assistance through Food for People.</p>	
<p>How will the data be tracked? Applications assisted through Food for People will be tracked in existing database and</p>	

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compared to County data on outcomes of applications received through Food for People.	
<p>Activities: What action steps are needed to accomplish this goal? VISTA will participate in the following activities as part of Food for People's overall outreach project:</p> <ol style="list-style-type: none"> 1. Collect existing food stamp program informational brochures and materials and adapt as needed for target populations. 2. Establish working partnerships with food pantries, Family Resource Centers, Community Health Centers and other organizations serving low income individuals. 3. Disseminate food stamp brochures and informational materials to low income households through the food bank and its programs, including the network of food pantries, Family Resource Centers, Community Health Centers, Rural Health Clinics, schools and other community partners. 4. Determine potential eligibility and benefit amounts for interested individuals using pre-screening tools. 5. Provide direct assistance with the application process, as needed, for interested applicants. Follow up with applicants to track application outcomes and any barriers experienced in the full application process. 6. Work with project staff to coordinate training for case managers and site coordinators working with the low-income population (for example, Community Health Centers and Family Resource Centers) on the food stamp eligibility and application process so that they can provide direct assistance to their clients. 7. Coordinate data collection and tracking efforts with the Humboldt County Department of Social Services Food Stamp Program to determine how many individuals referred through food stamp outreach activities actually received food stamp benefits. 	
<p>Activity 1: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 1 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>
<p>Activity 2: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 2 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>
<p>Activity 3: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 3 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>
<p>Activity 4: Step 1:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>

Redwood Community Action Agency's AmeriCorps*VISTA Program

Step 2: Step 3:	_____
Activity 4 Comments/Summary of Accomplishments:	Actual completion date: _____

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Site Name: Food for People, Inc.	Assignment Area:	Date:

VISTA Member Activities, Plan and Steps	Planned Period of Work
<p>Goal 2: Low-income households experience higher rates of obesity, diabetes and other nutrition-related illnesses than the general public. Surveys completed by food bank clients indicate a lack of knowledge about good nutrition and how to prepare healthful meals on a budget. Food for People will provide nutrition education materials, offer cooking classes and taste testing opportunities and identify additional resources for healthy food for a minimum of 150 individuals in year one; 250 individuals in year two; and 350 individuals in year three.</p>	3 years
<p>Expected outcome:</p> <p>Output: 1,000 individuals will receive nutrition education information and materials.</p> <p>Output: 10 community sites will receive “tool boxes” and/or “tool box” updates containing nutrition education materials and information about federal nutrition assistance programs.</p> <p>Output: 50 individuals will participate in cooking and/or basic nutrition classes.</p> <p>Intermediate Outcome: Individuals from low income households will increase their knowledge about good nutrition and will make healthier choices when purchasing food and preparing meals for themselves and their families.</p> <p>Indicator: Participants in cooking classes will complete an evaluation survey to determine the impact of the classes on their purchasing and food preparation habits.</p> <p>Instrument: # of individuals enrolled/participating in the classes based on attendance records</p> <p>End Outcome: % improvement in knowledge of good nutrition based on evaluation results</p>	
How will the data be tracked?	
<p>Activities:</p> <p>1. Identify existing resources for nutrition education materials from public</p>	

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<p>health, Project LEAN, USDA and other nutrition professionals that are appropriate for use by food bank clients.</p> <ol style="list-style-type: none"> 2. Work with the Community Education and Outreach Coordinator to develop a plan for dissemination of recipes and other nutrition education materials at the food bank and other community sites serving low income households. 3. Create or update a comprehensive tool box of nutrition education materials and information about federal nutrition assistance programs (i.e. WIC, school breakfast and lunch programs, food stamps, etc.) to be used at food pantry sites, Community Health Centers and Family Resource Centers. 4. Assist Community Education and Outreach Coordinator with the scheduling of cooking classes and/or taste tests at the various sites and identify groups for participation. 	
<p>Activity 1: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 1 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>
<p>Activity 2: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 2 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>
<p>Activity 3: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 3 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>
<p>Activity 4: Step 1: Step 2: Step 3:</p>	<p>Activity projected completion by (quarter, 1, 2, 3 or 4): _____</p>
<p>Activity 4 Comments/Summary of Accomplishments:</p>	<p>Actual completion date: _____</p>