Tracking COVID-19 Impact in PEARS

PEARS launched a new field, called “COVID-19 Impact” that will help the evaluation team, implementing agencies, and DSHS track how local providers are adapting their programs due to COVID-19. The new drop-down menu will be available in the “General Information” section of all PEARS modules, below the “unit” field. It will consist of the following answer choices:

- ------ (default, blank / no-selection)
- New due to COVID-19
- Postponed due to COVID-19
- Modified due to COVID-19
- Cancelled / not completed due to COVID-19

When to use the COVID-19 Impact field:
Please complete this field for all activities that were impacted in some way by the COVID-19 outbreak, including activities that took place in quarter 2 or activities that will take place in quarters 3 or 4 of FFY 2020. Local agencies may have to edit activities they had previously closed to complete this field if the activity was impacted by COVID-19.

Local providers should complete this PEAR field even if they have already discussed changes with their implementing agency.

Local agencies do not need to enter canceled activities that had not yet started at the time of cancellation into PEARS, unless already directed to do so by their Implementing Agency. PSE projects that were in a “planning” stage at the time of cancellation do count as in progress and should be entered into PEARS.

How to use the COVID-19 Tracking drop-down menu:
For all past, present, and future programming that changed in any way due to the COVID-19 outbreak, local providers should choose the appropriate option from the field above.

- **None (-----):** COVID-19 did not impact this activity, plan, partnership, etc.
- **New due to COVID-19:** This is a new activity, plan, partnership, etc. developed in response to COVID-19 that was otherwise unplanned.
- **Postponed due to COVID-19:** This activity, plan, partnership, etc. was postponed to a later date due to COVID-19, however it has not been cancelled.
- **Modified due to COVID-19:** This activity, plan, partnership, etc. was modified or approached differently due to COVID-19. For example, a Program Activity that was originally planned as in-person was moved to an online delivery method.
- **Cancelled / not completed due to COVID-19:** This activity, plan, partnership, etc. was cancelled entirely or before completion. Select this option only for activities that had been in progress when canceled. A PSE in a planning stage counts as being in progress. Do not enter canceled activities that had not yet started at the time of cancelation into PEARS.
If an activity was impacted by COVID-19 and marked complete, a local provider may need to edit the activity to ensure the “COVID-19 Impact” field was completed. Step by step instructions on how to open an activity for editing are available in the SNAP-Ed Evaluation Guidance.

Due Dates:
Recognizing that each provider has different capacity during the COVID-19 outbreak, due dates for completing this field have been extended for quarter 2. Due dates for quarters 3 and 4 align with existing data entry due dates. This field should be completed for activities in quarters 2, 3, and 4, if necessary, by the following dates:

- Quarter 2: July 31st
- Quarter 3: July 31st
- Quarter 4: October 8th

Please note that due dates indicated by IAs may be earlier than the dates listed above.

Additional Resources:
Additional information about this field is available from PEARS support here:

Contact the evaluation team at SNAPEdEvaluation@doh.wa.gov with questions.