3-Year Planning Listening Session Notes
March 2023

Attendee Summary:

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<th>WSU Extension</th>
<th>LHJ</th>
<th>Other Agency</th>
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Notes

Introduction:

- See slides for welcome, overview, and summary information
- New FNS Guidance and N-PEARS
  - Impacts how we write and submit our plans and budgets
  - Final versions not yet released
  - LIAs will not have to enter anything into N-PEARS
- See slides for new definitions
  - Project: In addition to the new definition, they will support and build on work LIAs are doing, and may help facilitate collaboration, encourage multilevel strategies, and provide additional support

Planning timeline:

Questions:

- Email Chris or Tara with additional questions about the summary: chris.mornick@dshs.wa.gov, tara.mcginty@dshs.wa.gov
- Email Acacia with additional questions about the FAQ from earlier listening sessions: larson2@wsu.edu.
Feedback:
General Questions & Considerations
Projects:
• What is a core bucket?
  o We are using the term “bucket” to help us find ways to categorize our work. It could be a project, intervention, or group of activities.
• Who defines projects and decides on project areas?
  o We (WA state SNAP-Ed) get to define the projects and how many. We plan to hold off on establishing the amount of projects until we receive the FNS guidance and the N-PEARS reporting system fields are finalized.
  o The leadership team is beginning conversations around project areas and groupings based on what we learn from these sessions and the forum, and FNS guidance, and will take into account administrative burden.
• Do you envision seeing projects that are defined by a geographic area?
  o Something for us to consider if specific urban or rural projects are a need or of interest. Projects may not end up being specific to a geographic area, but areas can collaborate within a workgroup or subgroup for urban, rural, or other setting within a project area.
• How can we bring LIAs together to work on a larger project?
  o This is a great idea, and new projects could be good opportunities to both collaborate with other agencies and streamline work.
• How do we avoid duplication of work at local level?
  o This is a great question and something we need to explore more.
• How do we make sure the work isn’t diluted in if we are dividing work into new project areas?
  We want to continue some of the multi-level and multi-component work we are doing now.
  o We want to make sure we carry forward the work that everyone is doing and lift up those multilevel strategies that are already happening. The purpose of the listening sessions is to ensure that the work areas that we define will be helpful at categorizing the work we do and telling the story in a cohesive and meaningful way.
  o Don’t want to impact your ability to do this work in a comprehensive way, it is just how we report on it, but the work should still be a multilevel approach, goal is to encourage what you’re doing. If work crosses project areas, we don’t want that to stop, we just may have to adjust reporting
  o Until we know from FNS what the project buckets will look like, but knowing how LIAs like to put the work together, is helpful for us to create projects that don’t split up work
• How will projects be different than current interventions? How many projects will there be?
  o The work won’t change, but how we’re reporting it will. What we’re trying to figure out now is how we will cluster our projects. We want to be intentional about how we bundle activities together. Right now, folks are working to fit activities into interventions and sometimes they don’t fit easily, so we’re hoping that this shift will help activities fall into more natural project categories.
  o It will be helpful to have some specific project areas so people know how their work fits and so we can get create groups of folks that do similar work together to collaborate and provide TA. With more specific projects, then it may be a really complicated process
of submitting budgets, but if we make them too broad then we may find it complicated to develop evaluation plans and tell the story of our work.

- We may have anywhere from two to six projects, and they will probably be different than the interventions we have now. Before we decide on a final number of projects, we’ll need to get final more answers from FNS.

- I am less worried about the projects and more worried about interventions. How can we make sure to capture work that doesn’t currently fit anywhere?
  - Sometimes reporting work on an intervention is more about storytelling on our part. There will still be room for unique or custom work, even if it doesn’t fit into a specific intervention or project area, but we may be able to find groups of folks doing similar work.

- Are we trying to move away from our former intervention categories?
  - We will make some changes, but we aren’t necessarily trying to move away from these. How we group our work may look different. Hopefully the projects we come up with will make it easier.

- Want to think about not just the projects, but how we approach our work/projects – e.g., thinking about DEI focus or climate justice/climate change. I would really like to have some kind of conversation about that too. Can we also be thinking about this while we’re doing our work? How does this factor into reporting?
  - We absolutely can think about this. LIAs are always encouraged to think about their whole community when approaching SNAP-Ed work and DEI or climate justice may fit within those considerations. Additionally, Washington SNAP-Ed has an equity and anti-racism strategic plan that we report on regularly and that work will be incorporated into our next plan.

**Budgets & Structure:**

- We’re moving away from the regional model to a statewide model. What about a service area, which is by county? Will it stay that way or can we work in multiple counties?
  - DOH does not plan to continue that rule of working only within your county.

- If we are all working on a project across the state... how do we determine budgets?
  - Don’t have a definitive answer, but we anticipate that the budgeting process will be collaborative and through much conversation.
  - about/work together around activities. Focus will be on the intent around the work.

- Will there be trainings in April/May around developing our budgets?
  - Because FNS guidance for FFY 2024 has not been released yet, we do not know whether or not we will need to provide budgets organized by project area. The templates we use for budgets and workplans may be changed to reflect how state-level folks need to submit this information. If templates are changed, IAs can provide technical assistance.

- Will funding be associated with a project?
  - We may have to report budgets by project area, but this does not impact allocation to Washington SNAP-Ed, IAs or LIAs.
  - Busting down budget to show buckets where it goes into, that is difficult – if you’re held to a budget by project it might be tough, worried about underspending in some areas and overspending in others
N-PEARS:
- What’s the delay with N-PEARS?
  - Very ambitious undertaking, and many comment periods – that’s our best guess!
- How will N-PEARS impact LIA data entry and what data is available from N-PEARS for LIAs?
  - N-PEARS’s purpose is to submit statewide plans and reports. DSHS and IAs will have access to N-PEARS. LIAs will not use the N-PEARS system. LIAs will continue to use PEARs and IA report forms for SNAP-Ed reporting.
  - N-PEARS will be able to export data from PEARs to help with annual reporting. There will not be local level reports available from N-PEARS, however the PEARs data that LIAs have access to will be largely the same.

Forum:
- How will information that’s gathered and shared at the Forum be shared for folks who cannot attend?
  - We’ll do our best to capture this information. We’ll identify notetakers for planning-related breakout sessions so that we can share back as much as possible.
- Should we come to the Forum with an idea of what we want our plans to be or if there will still be room for exploring/discussing? If we have multiple projects, how do we know which group to be in? Or should we try to keep our projects in one bucket?
  - Come to the Forum with a good idea around what you’re interested in and already working on will be helpful. We’ll be trying to repeat project-related breakout sessions so that you’re able to attend these. There will also be a town hall/discussion forum for folks to ask questions.
- Given the uncertainties, how would you suggest that we prepare for the Forum?
  - Come ready to learn more about other work that’s going on around the state, and other work that folks are interested in. Thinking about your work in the context of the Cornell PSE training. The goal of the project areas is just how we group the projects and develop opportunities for collaboration – not to exclude certain work that’s happening.
- Will we have statewide meetings after the Forum to continue planning?
  - Maybe. There will definitely be time to continue building plans after the Forum. Templates will not be available until after the Forum. LIAs will work with their IA to begin pulling plans together after project templates and budget templates are developed.
- Will we be given more details at the Forum? What will we be doing at the Forum to help us move towards building our plan?
  - We can identify priorities for WA State SNAP-Ed and what we want to accomplish with our plan and project areas. We can determine things like what kind of groupings make sense around work (e.g., activities) where LIAs might want a CoP, we can identify types of interventions that need to be strengthened/supported, principles that we can adhere to that help us ensure equity, supporting movement along multiple levels of strategies.
  - The thing we can’t do is figure out how we can group it for budgeting purposes and reporting purposes. Our intent is that the Forum is planning-focused. We’ll have sessions for LIAs to talk about/work together around activities.
Collaboration:

- Will SNAP-Ed collaborate with other state and federal nutrition programs on the new 3-year plan?
  - This planning process is specifically for the work that SNAP-Ed is doing and how we will use SNAP-Ed funding.
  - We will include information about our anticipated collaborations, and collaboration that is already happening. Some partners have been invited to the Forum to participate in the planning process.
  - LHJs have great expertise at combining funding sources and consolidated contracts, so SNAP-Ed does intend to learn more about that process in this planning process.

- How will we continue to collaborate in the new project areas?
  - We are very hopeful that regardless of the FNS structure, WA state will identify "buckets" that are helpful collaborative spaces to share ideas and coordinate

- How can we connect with others who have multiple funding sources?
  - Having an opportunity to connect with other LIAs who are leveraging non-SNAP-Ed funding sources (like LSPAN) would be useful. This may be a good opportunity for a workgroup or a community of practice in the new plan cycle.

- How can we prioritize partnerships?
  - One LIA mentioned that they were ‘really honing in on developing coalitions and partnerships/relationships, and helping increase capacity to leverage local data and data-storytelling”
  - Another LIA mentioned “I feel like in "PSE" frame of thought, the location is more secondary to the big-picture of how that plays into the community. If that makes any sense... Like food banks can have their own specific scenarios, though it's still part of that larger charitable food system/food access issue”
  - Partnerships and collaboration will be incorporated into each project area of the new plan.
Project Areas

*What are areas that you want opportunities to connect with, learn from, and coordinate with other agencies?*

*If you could identify a small handful of core “buckets” to group your work into, what would they be?*

*How do you think about your work? How do you categorize it?*

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<tr>
<th>Topic</th>
<th>Activity</th>
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| **Schools & Childcare (x5)**               | • Organized play, walking school buses, smarter lunchrooms, healthy celebrations, etc.  
• School wellness policies  
• Cafeteria  
• Farm to school  
• Farm to ECE  
• School Gardens                                                                                       |
| **Food Access (x4)**                       | • Culturally appropriate foods, making connections with populations, serving on committees for food access/nutrition etc.  
• Food pantries  
• Grocery  
• Gleaning  
• Produce Rx  
• SNAP Market Match  
• FVIP  
• Rural retail access  
• Farmers Markets (x2)                                                                                   |
| **Emergency Food Systems (x2)**            | • Local food procurement (agreements, rules around funding)  
• Food banks/Pantries  
• PSE Support                                                                                           |
| **Healthy food pantry/food banks & food pantries (x3)** | • Cooking demos, access to spices, recipes, farm to foodbank, gleaning foods, etc.  
• PSE support for food banks/pantries  
• especially transitioning to choice models  
• Emergency food distribution – nutrition guidelines  
• Food bank procurement/donation                                                                             |
| **Community-wide/Community-Led**           | • Partnerships  
• Direct ed for youth and adults  
• environmental supports within the built environment  
• Housing sites  
• Training for volunteers                                                                                   |
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<td>• Participant/community-led decision making (beyond surveys, listening</td>
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<td>sessions, other one-time engagement/input opportunities)</td>
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<td>• Mental health/whole person health within SNAP-Ed work</td>
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<td>• Strategies to build long-term participant/community-led decision</td>
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<td>• Farm to Community</td>
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<td>• Community Gardens</td>
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<td>• Gardens</td>
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<td>• Farmers markets</td>
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<td>• CSA</td>
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<td>• Farm to school</td>
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<td>Farm to Community (x2)</td>
<td>• DCYF (independent living skills, foster families, kinship care);</td>
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<td>• Area Agencies on Aging (I know that addressing our aging population</td>
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<td>and &quot;age-friendly&quot; systems is a growing state-wide priority);</td>
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<td>• Formalized communication structures among LIAs</td>
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<td>• CSO partners</td>
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<td>• Tribal programs</td>
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<td>Coordination with other agencies (x3)</td>
<td>• School</td>
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<td>• Farmers markets</td>
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<td>• Affordable housing</td>
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**Wrap-up**

- LT is continuing to work collaboratively to identify ideas for projects and areas for collaboration
- Will share more about project areas and workplans when learn more from FNS
- PSE is new for SNAP-Ed and FNS, and so different and more complicated than tracking DE, but it takes time to create a system around it.
- Thank you for your time, feedback, as we continue to think about the projects and areas for collaboration, we’ll communicate as much as we can
- Will make sure LIAs have time to discuss and refine project plans at the forum in April as well