

Sacramento CNAP Collaborative's Plan January 2014 to September 2016

- Goal: Through active collaboration, organizations will work together to improve access, awareness, and utilization of culturally appropriate healthy eating/active living resources for Sacramento County residents.

Strategy A. Increase communication among nutrition and physical activity programs serving Sacramento County residents.				
Activity	Steps Needed	Deliverables	Who is Responsible (Lead in bold)	Timeline
1. Hold quarterly in-person meetings to improve collaboration among programs providing nutrition and physical activity resources to Sacramento County residents.	1.1 Plan and facilitate quarterly Collaborative meetings. Meetings will occur on the fourth Thursday of January, April, June, and October. Meetings will include: <ul style="list-style-type: none"> a. Updates on the implementation of the Collaborative's plan b. Program spotlight presentations c. Resource sharing and problem solving around a specified topic d. Discussion of future activities/issues participants would like to address e. A teleconference option, if possible, for CNAP partners unable to attend in-person meetings 	1.1 Meeting agendas and minutes posted on the Collaborative's website	1.1 Sacramento County SNAP-Ed program	1.1 Jan. 2014 - Sept. 2016
	1.2 CNAP partners will use a free file sharing program to share resources between meetings. The Collaborative's facilitator will send out periodic emails to remind participants to share effective resources (e.g., curricula, flyers, fact sheets, etc.).	1.2 Shared materials	1.2 All CNAP partners Sacramento County SNAP-Ed program	1.2 Jan. 2014 - Sept. 2016
	1.3 Develop and distribute email updates, as needed, to inform CNAP participants of current activities and website updates.	1.3 Email updates	1.3 Sacramento County SNAP-Ed program	1.3 Jan. 2014 - Sept. 2016
	1.4 Annually, the Collaborative will hold at least one field trip so CNAP partners can see each other's programs in action.	1.4 Activities posted to the Collaborative's online calendar	1.4 Sacramento County SNAP-Ed program All CNAP partners	1.4 Jan. 2014 - Sept. 2016

<p>2. Maintain the Sacramento CNAP Collaborative website.</p>	<p>2.1 Update the Collaborative's website monthly. The website will include:</p> <ul style="list-style-type: none"> a. Information about the Collaborative b. The Collaborative's plan c. A topic-based directory of nutrition, gardening, and physical activity programs in Sacramento County (activity 3) d. A shared calendar of events e. An online forum for participants to share ideas and challenges <p>2.2 CNAP partners will submit upcoming classes, meetings, trainings, and events to the calendar administrator. Activities should be submitted as soon as possible to allow ample time for CNAP partners to view the postings on the calendar.</p> <p>2.3 Update the Collaborative's calendar on a weekly basis.</p>	<p>2.1 A website that is updated monthly - updates will be added to the site by the 15th of each month</p> <p>2.2 – 2.3 An up-to-date calendar of events for Sacramento County will be maintained on the Collaborative's website</p>	<p>2.1 Sacramento County SNAP-Ed program</p> <p>2.2 All CNAP partners</p> <p>2.3 Sacramento County SNAP-Ed program</p>	<p>2.1 Jan. 2014 - Sept. 2016</p> <p>2.2 Jan. 2014 - Sept. 2016</p> <p>2.3 Jan. 2014 - Sept. 2016</p>
<p>3. Maintain a comprehensive topic-based directory of nutrition, gardening, and physical activity programs to help local groups identify collaboration opportunities within Sacramento County.</p>	<p>3.1 Develop an online survey to identify nutrition, gardening, and physical activity resources in Sacramento County.</p> <p>3.2 Disseminate the survey to the group's listserv. CNAP partners will also distribute the survey to their contacts.</p> <p>3.3 Use survey results to develop a topic-based directory of nutrition, gardening, and physical activity programs. The directory will include contact information for the key staff of each program.</p> <p>3.4 Annually, programs listed in the directory will be emailed to see if any of their information needs to be updated.</p>	<p>3.1 – 3.4 An up-to-date topic-based directory of nutrition, gardening, and physical activity programs serving Sacramento County residents will be maintained on the Collaborative's website</p>	<p>3.1 Sacramento County SNAP-Ed program</p> <p>3.2 Sacramento County SNAP-Ed program All CNAP partners</p> <p>3.3 Sacramento County SNAP-Ed program</p> <p>3.4 Sacramento County SNAP-Ed program All CNAP partners</p>	<p>3.1 Jan. 2014</p> <p>3.2 Jan. 2014 - Feb. 2014</p> <p>3.3 Feb. 2014 - Apr. 2014</p> <p>3.4 Jan. 2015, Jan. 2016</p>

Strategy B. Coordinate nutrition and physical activity messages among programs serving Sacramento County residents.

Activity	Steps Needed	Deliverables	Who is Responsible (Lead in bold)	Timeline
<p>4. Maintain a database of countywide nutrition and physical activity data on the Collaborative's website.</p>	<p>4.1 Develop a database of countywide nutrition and physical activity data that will include:</p> <ul style="list-style-type: none"> a. Sacramento County demographics (e.g., population, poverty rates, racial/ethnic demographics, etc.) b. Obesity rates c. Food insecurity data d. Fruit and vegetable consumption data e. Beverage consumption data f. Physical activity rates <p>4.2 The database will be reviewed and updated at least once a year.</p>	<p>4.1 – 4.2 An up-to-date database of nutrition and physical activity data for Sacramento County will be maintained on the Collaborative's website</p>	<p>4.1 Sacramento County SNAP-Ed program</p> <p>4.2 Sacramento County SNAP-Ed program</p>	<p>4.1 Jan. 2014 - Apr. 2014</p> <p>4.2 Jan. 2015, Jan. 2016</p>
<p>5. Utilize consistent nutrition and physical activity recommendations in outreach efforts with Sacramento County residents.</p>	<p>5.1 Identify and post key recommendations from the 2010 <i>Dietary Guidelines for Americans</i> and the 2008 <i>Physical Activity Guidelines for Americans</i> to the Collaborative's website.</p> <p>5.2 CNAP partners will use the key recommendations in outreach efforts.</p> <p>5.3 Key recommendations will be reviewed and updated annually.</p> <p>5.4 At Collaborative meetings, participants will share effective educational activities and resources that show how to incorporate the key recommendations into daily life. Shared resources will be made available to participants through either a free file sharing program (activity 1.2) or the Collaborative's website.</p>	<p>5.1 – 5.3 A list of key nutrition and physical activity recommendations will be maintained on the Collaborative's website</p> <p>5.4 Shared educational resources</p>	<p>5.1 Sacramento County SNAP-Ed program All CNAP partners</p> <p>5.2 All CNAP partners</p> <p>5.3 Sacramento County SNAP-Ed program All CNAP partners</p> <p>5.4 All CNAP partners Sacramento County SNAP-Ed program</p>	<p>5.1 Apr. 2014</p> <p>5.2 Apr. 2014 - Sept. 2016</p> <p>5.3 Jan. 2015, Jan. 2016</p> <p>5.4 Apr. 2014 - Sept. 2016</p>

Strategy C. Increase participation in local food and nutrition programs* serving Sacramento County residents. These are programs that provide Sacramento County residents with increased access to healthy food and nutrition education.

Activity	Steps Needed	Deliverables	Who is Responsible (Lead in bold)	Timeline
<p>6. Promote 2-1-1 as a central place to receive referrals for local food and nutrition programs.</p>	<p>6.1 Have a presentation on 2-1-1 services at one of the group's meetings in 2014. At this meeting participants will determine the best strategies to promote 2-1-1.</p> <p>6.2 CNAP partners will refer community members to 2-1-1 for referrals to local food and nutrition programs.</p> <p>6.3 As needed, CNAP partners will notify 2-1-1 of any program changes. This includes changes to:</p> <ul style="list-style-type: none"> a. Services offered b. Target population served c. How services can be accessed d. Languages services are provided in e. Program requirements, if any 	<p>6.1 – 6.3 All CNAP partners will have up-to-date information about their programs with 2-1-1</p>	<p>6.1 Sacramento County SNAP-Ed program</p> <p>6.2 All CNAP partners</p> <p>6.3 All CNAP partners</p>	<p>6.1 Jan. 2014 - Oct. 2014</p> <p>6.2 Jan. 2014 - Sept. 2016</p> <p>6.3 Jan. 2014 - Sept. 2016</p>
<p>7. Increase participation in underutilized food and nutrition program(s) through a unified messaging campaign.</p>	<p>7.1 Annually, identify underutilized food and nutrition program(s) to promote. Potential programs will be identified through a survey (activity 8.2) and will be finalized at the Collaborative's October meeting.</p> <p>7.2 Determine the best available marketing materials to promote these program(s).</p> <p>7.3 CNAP partners will promote underutilized program(s) with community members in need of services.</p> <p>7.4 Annually, CNAP partners will hold a day of action to promote underutilized program(s) with community members. Activities will be connected to a preexisting event (e.g., National Nutrition Month).</p>	<p>7.1 – 7.3 An annual community-wide campaign to promote underutilized program(s). Resources to promote programs will be posted on the Collaborative's website</p> <p>7.4 Day of action activities posted to the Collaborative's calendar</p>	<p>7.1 All CNAP partners</p> <p>7.2 All CNAP partners</p> <p>7.3 All CNAP partners</p> <p>7.4 Sacramento County SNAP-Ed program All CNAP partners</p>	<p>7.1 Apr. - Oct. 2014, Apr. - Oct 2015</p> <p>7.2 Oct. 2014, Oct. 2015</p> <p>7.3 Oct. 2014- Sept. 2016</p> <p>7.4 Oct. 2014- Sept. 2016</p>

Strategy D. Continually identify and address gaps in services among programs serving Sacramento County residents.

Activity	Steps Needed	Deliverables	Who is Responsible (Lead in bold)	Timeline
<p>8 Identify gaps in services among nutrition and physical activity programs serving Sacramento County residents.</p>	<p>8.1 Annually, develop an online survey of local nutrition and physical activity programs to identify the unmet needs of their participants.</p> <p>8.2 Disseminate the survey to the group's listserv. CNAP partners will also distribute the survey to their contacts.</p> <p>8.3 Ask referral agencies (e.g., 2-1-1) if they have identified any unmet community needs.</p> <p>8.4 Annually, share and discuss identified needs at the Collaborative's October meeting. (Please see activities nine and ten for how needs will be addressed.)</p>	<p>8.1 - 8.4 A list of unmet needs will be developed and shared at the Collaborative's October meetings</p>	<p>8.1 Sacramento County SNAP-Ed program</p> <p>8.2 Sacramento County SNAP-Ed program All CNAP partners</p> <p>8.3 Sacramento County SNAP-Ed program</p> <p>8.4 Sacramento County SNAP-Ed program All CNAP partners</p>	<p>8.1 Apr. 2014, Apr. 2015, Apr. 2016</p> <p>8.2 May 2014, May 2015, May 2016</p> <p>8.3 May 2014, May 2015, May 2016</p> <p>8.4 Oct. 2014, Oct. 2015</p>
<p>9 Facilitate the development of services across groups by matching programs with resources to those with needs and/or access to the target population.</p>	<p>9.1 At January's Collaborative meeting, identify topics that the group would like to have subject matter experts for.</p> <p>9.2 Through an online survey (activity 3.1), identify programs that have staff capable of acting as subject matter experts for identified topics. Subject matter experts will be listed in the topic-based directory of programs on the Collaborative's website.</p> <p>9.3 Programs with subject matter experts will be emailed annually (activity 3.4) to ensure information in the directory is accurate.</p> <p>9.4 Create and maintain a "CNAP Connect" page on the Collaborative's website for programs to post services that they need or services that they would like to provide.</p>	<p>9.1 - 9.3 A list of subject matter experts will be maintained on the Collaborative's website as part of the topic-based directory of programs</p> <p>9.4 – 9.5 An up-to-date list of needed and available services</p>	<p>9.1 Sacramento County SNAP-Ed program All CNAP partners</p> <p>9.2 Sacramento County SNAP-Ed program All CNAP partners</p> <p>9.3 Sacramento County SNAP-Ed program</p> <p>9.4 Sacramento County SNAP-Ed program All CNAP partners</p>	<p>9.1 Jan. 2014</p> <p>9.2 Jan. 2014 – Feb. 2014</p> <p>9.3 Jan. 2015, Jan. 2016</p> <p>9.4 April 2014 – Sept. 2016</p>

	9.5 CNAP partners will use the “CNAP Connect” and topic-based program directory on the Collaborative’s website to identify and connect programs with resources to those with needs or access to the community.	will be maintained on the Collaborative’s website	9.5 All CNAP partners	9.5 April 2014 – Sept. 2016
10 Provide a forum to allow CNAP participants to collaborate on cross-program funding opportunities.	10.1 CNAP partners will use the forum on the Collaborative’s website to share funding opportunities and needs. 10.2 CNAP partners will share funding opportunities through the Collaborative’s listserv and at quarterly Collaborative meetings. 10.3 Strategies around the sharing of funding information will be reviewed and updated annually.	10.1 An online funding forum maintained on Collaborative’s website 10.2 Shared funding opportunities	10.1 All CNAP partners 10.2 All CNAP partners Sacramento County SNAP-Ed program 10.3 Sacramento Co. SNAP-Ed program All CNAP partners	10.1 Jan. 2014–Sept. 2016 10.2 Jan. 2014–Sept. 2016 10.3 Jan. 2015, Jan. 2016

***Examples of food and nutrition programs**

- Afterschool supper program
- CalFresh
- Child & Adult Care Food Programs
- Churches that serve meals
- Community gardens
- Emergency service providers
- Farmers markets
- Food bank/food pantry services/food closets
- National School Lunch Program
- Preschools Shaping Healthy Impressions through Nutrition and Exercise (SHINE)
- School breakfast program
- Senior nutrition (e.g., Meals on Wheels)
- Summer Food Service Program
- Women, Infants, and Children (WIC)