

# Commodity Supplemental Food Program (CSFP) Nutrition Education Plan

## PURPOSE

To establish an overall nutrition education plan and ensure that Contracting Entities (CEs) provide nutrition education and evaluation in accordance with the plan.

## POLICY

In accordance with federal regulations, 7 CFR Part 247.18, CEs must provide nutrition education that can be easily understood by participants and is related to their nutritional needs and household situations. The CE must make nutrition education available to all adult participants. The nutrition education must include the following information, which should account for specific ethnic and cultural characteristics whenever possible:

1. The nutritional value of CSFP foods, and their relationship to the overall dietary needs of the population groups served;
2. Nutritious ways to use CSFP foods;
3. Special nutritional needs of participants and how these needs may be met;
4. The importance of health care, and the role nutrition plays in maintaining good health; and
5. The importance of the use of the foods by the participant to whom they are distributed, and not by another person.

## GOALS

The goal of the nutrition education component of CSFP is to provide both immediate and long-term improvement in the health status of participants. Nutrition education should be thoroughly integrated into program operations and has the dual purpose of ensuring CSFP foods are properly used and emphasizing the relationship of proper nutrition to the total concept of good health.

## PROCEDURE

Each CE is responsible for planning, implementing, and evaluating nutrition education for CSFP.

- A. Planning Nutrition Education
  1. As part of the *Application for Participation/Plan of Operation* (Form H1500), CEs must describe their plans to integrate nutrition education into their CSFP operations.
- B. Implementing Nutrition Education
  1. Nutrition education materials used by the local agency shall:
    - i. cover the five topics listed above [7 CFR Part 247.18 (b)];

- ii. be accurate, current, and relevant in content;
  - iii. be based on sound, established and scientific evidence;
  - iv. account for specific ethnic and cultural characteristics whenever possible; and
  - v. be tailored to meet any limitations experienced by participants, such as lack of running water, lack of electricity, and limited cooking or refrigeration.
2. Examples of nutrition education include
- i. cooking demonstrations;
  - ii. nutrition handouts or newsletters;
  - iii. written information on health issues;
  - iv. introduction to online resources such as USDA website and MyPlate;
  - v. recipes incorporating CSFP foods; and/or
  - vi. nutrition classes.

C. Evaluating Nutrition Education

CEs must annually evaluate the effectiveness of their nutrition education programs. This shall be accomplished by using TDA's guidance outlined below. Homebound elderly should also be included in the evaluation process. Evaluation responses shall be considered in formulating future goals and objectives for the CE's nutrition education plan. Copies of evaluation results must be kept on file by the CE and made available to TDA staff during administrative reviews.

## **EVALUATION PROCESS**

The evaluation of the CE's Nutrition Education must include participant input and must be directed by program staff (i.e., nutrition educator, dietitian, CSFP coordinator, etc.).

- A. The following questions must be included in the evaluation of nutrition education (CEs may include additional questions if needed):
  - a. Did the nutrition information you received help you understand how the foods in your package help meet your dietary needs?
  - b. Did the information you received help you use the foods in your monthly food package?
  - c. Did the nutrition information help you understand the importance of a healthy diet?
- B. Each participant must be given the opportunity to evaluate the nutrition education provided at least one time during a program year (October 1st through September 30).
- C. The CE personnel conducting the evaluation should explain to each participant receiving a survey that the information provided will be kept strictly confidential and will be used to improve the quality and effectiveness of the CE's nutrition education efforts. Explain to

participants that the survey is voluntary and if they choose not to complete the survey, it will not affect their participation in CSFP.

- D. For participants unable to complete a survey on their own, site personnel should offer assistance with completing the survey.
- E. In September, the CE should develop a written summary of the results of the evaluations. The summary should mention how the completed evaluations helped formulate plans, goals, and objectives for the CE's nutrition education plan. Also, the CE should identify what changes, if any, resulted from participant feedback.