Evaluation Cross-Project Office Hours December 16, 2022:

Who to contact at NPI:

- For technical assistance on Program Evaluation and Reporting System (PEARS) and Site-Level Assessment Questionnaires (SLAQs) please email the Evaluate SNAP-Ed team: EvaluateSNAPEd@ucanr.edu
- For Impact Outcome Evaluation (IOE) and Adult Direct Education Evaluation, please email Amanda Linares: amlinares@ucanr.edu
- For questions or feedback about the Evaluation Cross-Project Office Hours please email Kaela Plank: krplank@ucanr.edu

Resources shared during office hours:

- Sign-up forms for evaluation project listservs: https://ucanr.edu/sites/LHDEvaluation/Evaluation_Project_Listserv_Signup/

- Evaluation Cross-Project OHs website: https://ucanr.edu/sites/LHDEvaluation/Evaluation_Cross-Project_Office_Hours_939/

- SLAQS 12/15/2022 newsletter: https://mailchi.mp/ucanr/new-resources-and-a-refresher-training-15786920

Q&A:

Question	NPI Answer
1. What SLAQ is appropriate SLAQ to use for a setting? We are working with a preschool located at a school site. Should we complete the Early Care and Education (ECE) SLAQ? Also, we currently don't have ECE setting work in our IWP, is this work allowable?	Two parts to this question: • Is this work allowable? Please check with your Project Officer on whether you can work in this setting • If this work is determined to be allowable, then you would choose the SLAQ that is related to the PSE work you are conducting. In this case, this work is with the ECE population. Therefore, you would use the ECE SLAQ.
2. We are working in a K-8 school. Should we complete the Elementary SLAQ or the Secondary SLAQ? The work we are doing targets both 5th and 6th as well as 7th and 8th grade students.	For this site, you can complete the Elementary SLAQ. The differences between the Elementary SLAQ and the Secondary SLAQ are the following: • Secondary SLAQ does not ask about recess • Secondary SLAQ asks about interscholastic and intramural sports. So, if this school has sports teams that play other schools, you may want to capture that information. • The other time when you might want to capture Secondary SLAQ responses separately is if the elementary and middle school students have separate spaces on campus where the nutrition or physical activity practices are different. If you and the site decide that you want to capture the information that is different on the Secondary SLAQ, we recommend that you complete the Elementary SLAQ and then

	copy over answers to the questions that are the same on the Secondary SLAQ.
3. We are working on PSE interventions with an afterschool program located at a school. Which SLAQ should we complete? The Out-of-School Time (OST) SLAQ or the Elementary School SLAQ?	Afterschool programs are considered a different setting from elementary schools. Please complete the **OST SLAQ** for the work you are doing at the afterschool program.
4. We completed paper IOE pretest surveys with students but are still waiting to complete the SLAQ. Should we wait to enter our paper surveys into the online version?	Two options: • You can enter the paper surveys are any time into Qualtrics • You can also wait until your post-test surveys are conducted and enter the matched pre-test and post-test surveys into Qualtrics at the end of your evaluation. Having a completed SLAQ should not delay your data entry. It is just a matter of if you have time now or later to enter the paper surveys into Qualtrics.
5. We completed our Retail SLAQ and submitted that to NPI. We have also created our PEARS entry for this work. As more changes are implemented, do we update the PEARS entry for that we have one entry for the site? Or do we need to create a new PEARS entry for each change we make?	Each retail site should have one PEARS entry for the PSE conducted at that location. Continue to add changes to this one entry in PEARS.
6. Is it possible to resubmit a SLAQ? Sometimes schools won't give themselves credit for changes they have made and would like to address those errors in their submission.	If you want to update a SLAQ that has already been submitted, you can do so. If you do update a SLAQ, contact our team and let us know. Multiple submissions of a SLAQ are flagged as duplicate responses and one will need to be deleted. Contact us at: EvaluateSNAPEd@ucanr.edu

7.	Should sites to complete the SLAQ themselves? or should the LHD be the one to complete the SLAQ? What is best practice?	Best practice is for sites to self-assess, including portions of the SLAQ where you might know the information better than the site you are partnering with. There are a few reasons why: • Engagement in the self-assessment process helps sites identify areas to work on • Encourages sites to do research on sections they don't know answers to SLAQ questions. • If the LHD completes portions of the SLAQ for the site, this is a missed opportunity to identify where there are misunderstandings about the work and the LHD misses out on an opportunity to discuss those misunderstandings with the site. There are protocols in the SLAQ materials Folder which provide a step-by-step guide on what best practice is for completing the SLAQ. The SLAQ materials folder can be found on the SLAQ questionnaires webpage: https://ucanr.edu/sites/SLAQ/SLAQ_Questionnaires/ We are hoping to roll out some features in Survey123 that would allow LHDs and schools to update their SLAQ responses before submission. Any other strategies you are using to help sites complete the SLAQ should be discussed with the SLAQ team at NPI before use. Contact us at: EvaluateSNAPEd@ucanr.edu
8.	I have a retail site that is not located in an eligible census tract, is there another way to qualify the site for CFHL work?	We recommend that you reach out to your Project Officer regarding site qualification. Retail sites can be qualified in the following ways: • Qualified census tract or block group • High-redeemer store list (Project officers can confirm that the store is on this list) If the site doesn't qualify in the above ways, then the store is likely not eligible for CFHL programming.
9.	We submitted a SLAQ in July 2022. We are planning to complete a post-SLAQ at the same site. Is it ok to submit that next SLAQ in July 2023?	Yes, but please contact us to let us know if the SLAQ submitted in July 2022 was for fiscal year 23 or fiscal year 22. Contact us at: EvaluateSNAPEd@ucanr.edu
10.	We want to implement a worksite wellness program but the site is not located in a qualifying census tract. Is there a way to qualify the site?	For all site qualification questions, it is important that your team contacts your CDPH Project Officer. They are the best resource for helping you navigate qualifying a site. In this scenario, in addition to discussing you're your PO, you may be able to use block group or ACS data to qualify the site. Reach out to EvaluateSNAPEd@ucanr.edu with the name and address of the site you would like to qualify.