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| PART III – REQUIRED PROGRAM INFORMATION |

Using no more than four (4) pages, please respond to the following items. (This form uploaded into EdGrants as an attachment.)

1. **Program Need:** Describe how the grant funding will help your efforts as a CACFP institution train your staff and/or providers on the CACFP meal pattern.
2. **Program Description:** Describe your CACFP sponsorship. Include in the description how you plan to create, distribute, and evaluate your trainings. Additionally, answer questions below.
	1. What types of trainings to plan to offer?
	2. How do you plan to encourage participation in these training events?
	3. How do you plan to track who participates in trainings?
3. **Program Priority:** Describe how you will address the priorities referenced in the grant Request for Proposal (RFP).
	1. How will this grant assist the CACFP institution in addressing the priorities listed?
4. **Results:** Provide data as requested below:
	1. Sites
		1. For FY21 CACFP:
			1. How many sites do you currently sponsor?
			2. What types of sites do you sponsor (site type identified in site applications)
			3. Of those sites, what are the ages of program participants?
	2. Trainings.
		1. For FY21 CACFP:
			1. How many meal pattern training sessions do you plan to provide?
			2. What types of meal pattern trainings will you plan?
				1. Webinars
				2. Recorded events available on-demand
				3. Technical assistance calls
				4. One-pager/infographic
				5. Other (please describe)
			3. How many staff/providers will you target with these trainings?
5. **FY21 Evaluation Plan**
	1. Describe your **FY21 CACFP** evaluation plan, including how you will measure your results.
		1. Describe how you will evaluate the outcomes from your **FY21 grant program**
			1. How many events were planned/provided?
			2. How many individuals were trained?
			3. How many resources were developed, modified, or translated?
			4. How many knowledge checks (i.e., pre/post assessments) were completed?
				1. What were the results from any pre/post assessments?
6. **Budget:**
	1. The Part II Budget will be entered directly into EdGrants
	2. Provide a budget narrative on a separate page. (This will be uploaded as an attachment)..
		1. Please include unit cost, quantity, total cost and purpose of specific position or item.
		2. Examples:
			1. Contractual Services, Consultants (line item 6): Outreach Coordinator. Narrative must provide the number of outreach coordinators, rate/hour, rate/day, or rate/unit and the purpose of the position.
			2. Supplies & Materials, Non-instructional supplies (line item 7). Narrative must provide details of the specific items, quantities of each, cost per item, and purpose or use.