



Implementation Standards

Program Year July 1, 2017 to June 30, 2018

National Sponsor



TABLE OF CONTENTS

DEFINITIONS	3
INTRODUCTION	3
IMPLEMENTATION PARTNERS	3
Partnership Structure	
Partner Network Model	3
PROGRAM YEAR AND PARTNER ASSESSMENT	4
PROGRAM QUALITY	4
PROGRAM IMPLEMENTATION	5
Program Goals and Guiding Principles	
Program Audience	
Program Participation	
Education Delivery	
PROGRAM MANAGEMENT	6
Partner Staffing	
Program Instructors and Facilitators	
LIABILITY	9
SUPPORT, TRAINING AND TECHNICAL ASSISTANCE	10
BRAND MANAGEMENT AND MESSAGING	10
ADDENDUM	12

DEFINITIONS

“**Program**” is Share Our Strength’s Cooking Matters program

“**Partner**” or “**Implementation Partner**” is the local, regional or state organization partnering with Share Our Strength to implement Cooking Matters programming

“**Network**” is the Program and its Partners

“**Program Year**” is the term of partnership

INTRODUCTION

As part of the No Kid Hungry® campaign to end childhood hunger in America, Share Our Strength's Cooking Matters® effectively empowers families and caregivers to shop smarter, use nutrition information to make healthier choices and cook delicious, affordable meals.

A variety of factors contribute to Cooking Matters success including commitment to:

- A collaborative partnership structure
- Delivery of evidence and practice-based food skills education
- Program quality and effectiveness

These *Cooking Matters Implementation Standards* (the “Standards”) outline the baseline expectations of Cooking Matters program implementation. Adherence to these *Standards* and the requirements outlined in the *Cooking Matters Program Agreement* ensures program integrity.

With 25 years of practical experience, the Cooking Matters network has collected and culled from best practices to achieve high-quality programming. Cooking Matters provides a suite of resources to assist Partners in Program delivery, many of which are cited in the *Standards*.

Adhering to Cooking Matters *Standards* means that a participant in Cooking Matters programming in City A will have a similar experience as a Cooking Matters participant in City B. Following these *Standards* and use of the associated resources is integral to the Program’s commitment to partnership with Share Our Strength, delivering effective programming, and upholding the integrity of Cooking Matters program evaluation.

Sometimes adaptations that do not undermine program effectiveness are necessary and, as needed, Share Our Strength reserves the right to augment the *Standards*. Share Our Strength also recognizes that Partner situations vary and appreciates that local innovation can augment and enhance the Program. If your Program needs to deviate from the *Standards* for any reason, please discuss with Share Our Strength.

IMPLEMENTATION PARTNERS

PARTNERSHIP STRUCTURE

- In structure and in practice, Cooking Matters is collaborative.
- Cooking Matters programming is run by local, regional, or statewide entities (“Implementation Partners” or “Partners”). Multiple Partners may implement the Program in a given geography.
- Share Our Strength has a franchise-style relationship with each Partner (except in Massachusetts and Colorado, where Share Our Strength operates the Program directly), who maintain full responsibility for Program management and implementation according to Share Our Strength’s *Standards* and guidelines.
- This unique model of collaboration between Share Our Strength and Partners leverages the strengths of all and makes Cooking Matters uniquely effective, efficient and sustainable among national nonprofit education programs.
- Partners collaborate with agencies and other community stakeholders (“Collaborative Partners”) to deliver Cooking Matters. This system allows each of the collaborators to leverage its resources and for the

Partners to offer quality programming to more low-income families than if any individual organization worked alone.

- Partners provide program support and materials including staff time, food and supplies like cooking equipment. Details in Addendum.
 - Collaborators can provide participant recruitment, physical space, funding, supplies, and/or instructors.
- The following types of organizations, agencies and programs often collaborate to bring Cooking Matters to their clients:
- Head Start and other center- and home-based childcare providers
 - Community health centers
 - Community centers
 - Housing programs
 - Work and economic opportunity programs
 - Food banks and pantries
 - SNAP offices and SNAP-Ed implementing agencies
 - Afterschool and summer meals programs
 - Culinary and other food and nutrition-focused schools and trade organizations
 - Grocers
 - Universities and community colleges
 - Faith-based organizations
 - Volunteer sources
 - Other organizations and programs that serve low-income families

PARTNER NETWORK MODEL



PROGRAM YEAR AND PARTNER ASSESSMENT

- The *Cooking Matters Implementation Standards* are current as of the version date set forth above and shall remain in effect until or unless they are superseded by a version with a later version date. Share Our Strength may update or modify these *Standards* at its discretion. Partner must comply with these *Standards* as well as the *Cooking Matters Program Agreement* in order to be a Cooking Matters Partner.
- Program year is the annual term of the partnership, from the later of July 1 or the date of *Cooking Matters Program Agreement* execution through June 30.
- Partners in their first year of Program delivery are Pilot Partners.
- Partnership continuation assessment occurs yearly, aligning with the program year. Active Partners are assessed on adherence to the *Cooking Matters Program Agreement* and *Cooking Matters Implementation Standards*; any breach to adherence may result in partnership deactivation. Partnership deactivation may also occur if a Partner does not host programming in a program year. Deactivated Partners may reapply for partnership at a future time.

PROGRAM QUALITY

- Evaluation and reporting are vital for continual Program improvement, tracking progress, quantifying success and communicating impact with stakeholders to secure funding and support for the work.

- To ensure quality as an evidence- and practice-based food skills education Program, Partners adhere to guidelines regarding participant surveying and program evaluation.
- Share Our Strength provides tools to track participant quantitative data and qualitative impact for course and tour programming. There is no formal or required evaluation method for the Educational Tools.
- Share Our Strength occasionally requests programming updates from Partners that may include:
 - Requests for stories about Program participants
 - Identification and engagement of local or national influencers (influencers include elected officials, policymakers and media)
 - Media requests and/or mentions
 - Partners inform Share Our Strength about Program media coverage, in advance (if possible), by submitting a “support ticket” with information via Help.cookingmatters.org

PROGRAM IMPLEMENTATION

PROGRAM GOALS AND GUIDING PRINCIPLES

The goals of Cooking Matters are:

- To improve the nutrition knowledge, eating habits, cooking skills, food safety practices, and food resource management skills of low-income parents and caregivers so they can better provide for themselves and their families.
- To provide chefs, nutritionists, and other community members with an outlet to get involved in their communities and to share their skills with people who can benefit from them.

The following principles should be apparent throughout all activities and classes:

- The negative health and economic effects of hunger and poor diet can be avoided if parents and caregivers have both the knowledge and skills to shop for and prepare healthy, low-cost meals.
- Culinary and Nutrition Instructors are valued because of their creativity, energy and expertise in Food & Kitchen Safety, Food Resource Management, Healthy Eating, and Cooking and Meal Preparation. Food is to be enjoyed. Those living on a low-income deserve to enjoy their food – and need to know how to create food that is delicious, satisfying, and healthy.
- Cooking and eating meals as a family is an important social activity.
- Volunteering, or sharing our strengths, is a way to create community wealth.

PROGRAM AUDIENCE

- Cooking Matters participants are low-income. A standard definition of low-income is that the participant’s household income is less than 185 percent of the federal poverty guidelines. Partners do not need to verify income level of each participant, but use proxy measures to be sure that they are serving the program’s target population. Proxy measures include:
 - Census block groups, census tracts or the average of census block groups
 - Participants and their children’s enrollment in the:
 - Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)
 - Head Start program
 - Federal Supplemental Nutrition Assistance Program (SNAP)
- Because they are in a crucial position when it comes to children’s eating habits and health, Cooking Matters priority audience is parents and caregivers of children age 0-5.
- Adult participants are in living situations in which they are primarily responsible (or soon will be) for purchasing and preparing food for themselves and/or their families.

PROGRAM PARTICIPATION

- It is not permissible:
 - To charge participants for Cooking Matters programming
 - For a Cooking Matters graduate to repeat a course or tour if they have previously graduated from that same Cooking Matters course or tour

- Partners provide and meet annual participant count projections. Accurate participant projections help the network to be good stewards of program resources and for Share Our Strength to provide appropriate support to the network.
- Partners maintain an annual course graduation rate of at least 85 percent.

Participation & Graduation Rate Targets by Curricula & Tour Implementation Model				
	Courses	Guided In-Store Tours	Pop-Up Tours	Pop-Up or Station Tour Events
# of Participants	8-16, serving at least 10 participants on average	4-8, serving at least 5 participants on average	5-30 participants	As many participants as appropriate; no maximum
Graduation Rate	At least 85%	N/A	N/A	N/A

Participant & Graduate Definitions

- A Cooking Matters course participant is an individual who attends at least one class in the six-session course (or attends at least two of the total 10 hours of training offered for *Cooking Matters for Child Care Professionals*).
- A Cooking Matters course graduate is a participant who attends at least four classes of a six-session course (or attends at least eight of the total 10 hours of training offered for *Cooking Matters for Child Care Professionals*).
- There is no difference between a tour participant and graduate.

EDUCATION DELIVERY

Education Model and Teaching Techniques

- Cooking Matters uses a learner-centered education model that focuses on the participants’ concerns and involves them in making decisions and solving problems.
- All programming uses the key teaching techniques of the learner-centered education model; each curricula’s Instructor Guide supports the use of this model.

Key Learner-Centered Education Teaching Techniques	
Learner-Centered Teaching Technique	Goal
Hands-On	Avoids demonstration-style activities. Instead, offers opportunities for participation centered on the learner.
Facilitated Dialogue	Facilitated Dialogue involves active participation of both the instructor and participant with a goal creating a safe environment for learners to consider changing behaviors.

Cooking Matters Curricula and Educational Tools

- Are evidence-based, experience-tested, and efficiently conveyed.
- Use the Dietary Guidelines for Americans and MyPlate as the foundation for basic nutrition guidelines.
- Reflect current research in the nutrition education field and align with the primary drivers of food decisions made by the target audience.
- Are updated as there are changes in the field. Share Our Strength provides research support documentation.
- Are used exclusively in Cooking Matters programming.
- Are used and implemented in accordance to the *Standards* and without any substantial abridgements (unless prior approval from Share Our Strength).
- Are at no cost to Partners through Share Our Strength-supported online systems. Course and tour curricula should be ordered as programming is scheduled, and not in excess.

Educational Tools

- Provide hands-on instruction to help kids and families develop a love of cooking and the skills to make healthy food choices wherever they go.
- Aid Partners in offering one-time or longer-term programming to participants, and are available to share with collaborative partners and other organizations offering nutrition and food skills education.
- Are downloadable PDFs via cookingmatters.org.

- Program Agreements are not required for those solely using Educational Tools.

Cooking Matters Courses

- Because parents and caregivers of children ages 0-5 are the Cooking Matters priority audience, Share Our Strength prioritizes *Cooking Matters for Adults*, *Cooking Matters for Parents*, *Cooking Matters for Childcare Professionals* and *Cooking Matters for Families* curricula.
- Course Curricula are:
 - Used exclusively in Cooking Matters courses.
 - Published in English and Spanish if audience is adults.
- Ordered by Partners through Share Our Strength-supported online systems.
- Required course aspects include:
 - Twelve hours of instruction over six weeks.
 - Use of the learner-centered education model.
 - Culinary instructor-lead, hands-on food preparation in a working kitchen or classroom using portable equipment to provide an in-class cooking experience.
 - Sufficient groceries for participants to make and eat a serving of two-three recipes during class.
 - Take-home groceries with the primary ingredients to make at least one recipe from class at home. See 'Cooking Matters Course Requirements' chart for exceptions.
 - Grocery store tour where participants practice comparison-shopping, label reading and a \$10 challenge activity. When it is not possible to visit a grocery store, substitute with a simulated in-class store experience. See 'Cooking Matters Course Requirements' chart for exceptions and addendum for additional details and programming comparisons.

Cooking Matters Course Requirements					
Curricula	Audience	Length	Hands-on Food Preparation	Take Home Groceries	Grocery Store Tour
<i>Cooking Matters for Adults/ para Adultos</i>	16 adults	6 consecutive weeks, 2 hours each lesson	Lessons 1-4, 6	Lessons 1-4, 6	Lesson 5
<i>Cooking Matters for Parents/ para Padres</i>	16 parents or guardians of young children	6 consecutive weeks, 2 hours each lesson	Lessons 1-4, 6	Lessons 1-4, 6	Lesson 5
<i>Cooking Matters for Families/ para Familias</i>	One adult and one child from family unit for a total of 16 course participants	6 consecutive weeks, 2 hours each lesson	Lessons 1-6	Lessons 1-6	Lesson 5, optional
<i>Cooking Matters for Kids</i>	16 children in 3 rd – 5 th grade	6 consecutive weeks, 2 hours each lesson	Lessons 1-6	N/A	Lesson 5, optional
<i>Cooking Matters for Teens</i>	16 adolescents in 6 th – 12 th grade	6 consecutive weeks, 2 hours each lesson	Lessons 1-4, 6	Optional	Lesson 5
<i>Cooking Matters for Child Care Professionals/ Cooking Matters EXTRA for Center-Based Child Care Professionals</i>	16 individuals responsible for care of children: home- or center-based	10 hours, options for splitting the time depending on scheduling need	1 recipe per session	1 bag per meeting session	N/A

Cooking Matters Tours

- The *Cooking Matters at the Store* audience is adults and the *Cooking Matters at the Store for WIC Parents* audience is parents enrolled in the WIC program.
- Are single instance events with varying models of implementation. Tours take place in a grocery store or by using the "Pop-Up" model in a location conducive to replicating a grocery store tour experience. See 'Tour Aspects' chart and Addendum for additional details and programming comparisons.
- Tour Curricula are:
 - Used exclusively in Cooking Matters tours.
 - Published in English and Spanish.
 - Ordered by Partners through Share Our Strength-supported online systems. Share Our Strength provides access to a printable toolkit to support delivery of "Pop-Up" model tours.

Cooking Matters at the Store for Adults & Cooking Matters at the Store for WIC Parents Tour Aspects			
Implementation Model	Location & Format	Recommended Length	\$10 Challenge Activity
Guided In-Store Tour	Takes place at a grocery store AND involves a group of participants following the tour facilitator(s) through the store.	90 minutes	Recommended
Station Event	Takes place at a grocery store AND participants visit different stations where tour facilitators teach the key objectives, rather than guided through the event by the tour facilitator(s).	Varies – participants cycle through stations at their pace and can complete in 30 minutes. Event typically hosted over a 4-hour period.	Recommended
Pop-Up Tour	Takes place at a location that is NOT a grocery store (e.g. community site like a food bank, WIC office, etc. or a food retailer that is not a grocery store like a farmers market, corner store, etc.) AND involves a group of participants following the tour facilitator(s) through a tour (rather than stations).	1 hour	N/A
Pop-Up Event	Takes place at a location that is NOT a grocery store AND is formatted station style (i.e. participants visit different stations where tour facilitators teach the key objectives, rather than guided through the event by the tour facilitator(s)).	Varies – participants cycle through stations at their pace and can complete in 30 minutes. Event typically hosted over a 4-hour period.	N/A

PROGRAM MANAGEMENT

PARTNER STAFFING

- Partners designate one employee who is the representative for the Program within the Partner organization and who serves as the primary contact with Share Our Strength. This person is the primary administrator for Cooking Matters programming and communicates with Share Our Strength.
- Partners designate an individual (or individuals) who act as Coordinator(s) for the Program. This individual may be the representative for the Program or a different person.
 - This individual(s) is responsible for running courses and/or tours which includes community outreach and partnership maintenance; purchase and transport of groceries, equipment and supplies; procurement of materials through Share Our Strength's online systems; recruitment, maintenance of relationships with and training of instructors and tour facilitators; maintenance of data management and other logistical tasks as needed; evaluation and reporting efforts.
- The amount of staff time needed to support programming corresponds with the amount of programming delivered. As Partners serve more participants, additional staff time is required.
 - For example, a part-time or part-time equivalent employee is recommended for Partners hosting fewer than approximately 25 courses in a program year or 150 tours and four tour events in a program year and a full-time or full-time equivalent (FTE) employee is strongly encouraged for Partners hosting additional programming.
- Staff responsible for Cooking Matters programming adhere to Cooking Matters *Standards*, and ensure that those representing Cooking Matters have an understanding of and adhere to the *Standards*.
- To ensure communication continuity, Partners are responsible for updating Share Our Strength when there is a change in the primary contact and staff with access to Cooking Matters online resources.

PROGRAM INSTRUCTORS AND FACILITATORS

Tour Facilitator & Course Instructor Qualifications & Staffing Recommendations		
	Qualifications	Number of facilitators, instructors and assistants
Tour facilitator- Tours	Strong background or experience in food budgeting, nutrition, or food preparation or have worked closely with the Program's target audience	Appropriate number of facilitators to deliver tour, based on tour implementation model & participation level. For guided in-store tours, recommend one facilitator for every four - six <i>Cooking Matters at the Store</i> tour participants
Culinary Instructor- Courses	1) Either a graduate of or enrolled in a culinary training program or 2) have at least two years of professional experience working as a cook or chef. The curricula do not detail cooking and kitchen safety topics because they assume that trained culinary professionals bring that expertise	One culinary instructor
Nutrition Instructor- Courses	Graduate of, or enrolled in, an accredited, science-based undergraduate or graduate nutrition program	One nutrition instructor
Course Assistant- Courses	Interest in Cooking Matters and its mission	One or more per course

- Course instructors and tour facilitators are individuals who share their expertise in cooking, nutrition and food budgeting to teach Cooking Matters curricula.
- Course instructors and tour facilitators may be staff, volunteers, AmeriCorps members, or other members of the Partner organization.
- Partners recruit, train and manage a sufficient number of qualified instructors and facilitators to meet programming needs.
- If individuals with standard qualifications (per 'Tour Facilitator and Course Instructor Qualifications & Staffing Recommendations' chart) are not available, instructors and facilitators thoroughly trained with Share Our Strength instructor training tools can be substituted.
- Partners ensure all instructors and facilitators have participated in all applicable training prior to leading Programming and use learner-centered education techniques.
- Partners assume responsibility for monitoring and providing ongoing coaching to instructors and facilitators in effort to ensure high-quality programming.
- Every attempt is made to ensure that the same team of instructors teaches an entire 6-session course.
- Cooking Matters requires collaboration among the staff and instructors. A team-teaching approach allows each individual to share their strengths and rely on others to do the same. Two instructors, the Partner-affiliated Coordinator, and an assistant (ideally) are recommended to staff all Cooking Matters courses.

LIABILITY

- Partners ensure that all Cooking Matters course and tour participants, guests, instructors, facilitators and volunteers complete a Share Our Strength-provided liability waiver. Share Our Strength provides the liability waiver template to Partners in English and Spanish.
- Such liability waiver releases Share Our Strength, its agents, representatives, employees, volunteers and any sponsors of Cooking Matters from any and all damages, causes of action, claims and liability that might arise from Program participation.
- Partners must retain this documentation in hard or electronic copy for a period of three or more years.

SUPPORT, TRAINING AND TECHNICAL ASSISTANCE

- Share Our Strength provides ongoing training and technical assistance to support Partner efforts to implement high-quality programming.
- Partners are responsible for attending and actively participating in Cooking Matters training and collaboration opportunities including, but not limited to:
 - Cooking Matters Network
 - Share Our Strength supports and promotes active collaboration among Cooking Matters Partners through online file sharing and discussion platforms, and interactive web-conference trainings. These opportunities ensure Cooking Matters Partners are able to network and learn from one another.
 - As another means of peer-to-peer learning, Partners are encouraged to visit each other's programs when possible.
 - Cooking Matters Program Management Tools and Resources
 - Share Our Strength maintains on-line information sources so that Partners have easy access to tools and resources useful in program management. Many of those tools and resources are referenced in these *Standards*.
 - Online Training
 - Program implementation training is available to Partners through an on-demand online training platform and via periodic web-conferences.
 - New staff are required to participate in training prior to Program delivery.
 - At least one staff from each Partner attends each required web conference.
 - Technical Assistance and Support
 - Share Our Strength supports Partners in program management and delivery with a suite of technical assistance tools, including electronic guideline resources.
 - Partners are encouraged to collaborate with one another and to contact Share Our Strength when additional support is needed.
 - The Cooking Matters Help Desk is the Partner's main channel for technical support. Partners use the Help Desk at Help.cookingmatters.org as the primary way of seeking information about Cooking Matters and contacting Share Our Strength.
 - Share Our Strength may make information requests of Partners. Timely responses from both parties ensure the maintenance of a mutually productive and respectful relationship.
 - In-Person Training and Support
 - Share Our Strength values in-person communications whenever possible and makes in-person Partner visits as feasible or as needed. If Partner staff are traveling in Washington, D.C., they are encouraged to visit Share Our Strength's office and meet with Cooking Matters and Share Our Strength staff.
 - Other
 - Partners may be given the opportunity to participate in curricula and other program-specific pilots; participate in peer visits; or provide feedback on curricula, materials, resources, training, and technical assistance provided by Share Our Strength.

BRAND MANAGEMENT AND MESSAGING

- Share Our Strength and Cooking Matters Partners communicate with a wide audience comprised of both internal and external stakeholders. It is important to use a consistent voice and message that resonates with our core audiences and is easily recognizable as an expression of our brand personality.
- Share Our Strength provides brand management and messaging resources¹ including specific language for communicating with:
 - Media interviews (inform Share Our Strength in advance if possible)
 - Press releases and publications

¹ There will be updates to Cooking Matters brand guidelines in FY18

- The Cooking Matters brand is an asset. It is the verbal expression of our identity and the cornerstone of our intellectual property and value. It is important that Partners understand how to use the name properly and consistently and in a manner that allows us to protect it from encroachment.
 - The correct first usage within a document is “Share Our Strength’s Cooking Matters®.” Correct subsequent usage is “Cooking Matters.”
- Share Our Strength:
 - Actively markets and promotes the Program, on a national level, to help raise Program awareness among potential stakeholders including media, volunteers, funders, state and federal level policymakers and community partners.
 - Supports Partner in submitting information to media covering the Program in Partner’s service area as appropriate. Specifically engaging media and social media channels for advocacy-related activities, programming attended by influencers (influencers can include elected officials, policymakers and media) and district meetings and, if applicable, re-tweeting and reposting Partner’s Program-related social media.
 - Provides Partner with assets to pitch the Program to media such as photos, videos, logos, messaging and graphics.
 - Provides multi-level support for influencer engagement and Partner’s advocacy activities as appropriate.
 - Provides messaging on key, national food and nutrition policy issues; drafting co-branded letters and invites to influencers; making connections between the D.C. and district offices of members of Congress for continued engagement opportunities; sends letters to Congressional delegation on behalf of, or jointly, when appropriate; and supports efforts to engage other high-profile individuals in public recognition of the Partner’s programming and community impact.

ADDENDUM

Cooking Matters Programming Comparison							
	Access	Recommended Facilitators, Instructors & Assistants	Mandatory Components	Cost Estimates**	Optional Components	Cost Estimates**	Evaluation Component
Cooking Matters App*	Open Access Via cell phone https://cookingmatters.org/app	N/A	N/A	N/A	N/A	N/A	N/A
Cooking Matters Educational Tools	Open Access Tools downloaded at no charge from https://cookingmatters.org/educational-tools	At least one person	Food for food preparation demonstrations Portable culinary equipment & serve ware (& storage if needed) for food prep demonstrations	Depends on recipe(s) & audience size Depends on type, but start-up cost estimated at less than ~\$300	N/A	N/A	N/A
Cooking Matters at the Store Tour Curricula	Partnership Required Partners order free <i>Cooking Matters at the Store</i> curricula via on online ordering site. Those interested in delivery of tours using the Pop-Up Tour model download & print the Pop-Up Toolkit via Cooking Matters online Resource Center.	Appropriate number of facilitators to deliver tour, based on tour implementation model & participation level	N/A		Food for food prep demonstrations Portable culinary equipment & serve ware (& storage if needed) for food prep demonstrations Challenge activity incentive Production of Pop-Up Toolkit if using this delivery model	Depends on recipe(s) & audience size Depends on type, but start-up cost estimated at less than ~\$200 \$10/participant ~\$250/toolkit	Required: Implementation of electronically-processed Post-Tour Survey for measuring participant intent to change behavior

Cooking Matters Programming Comparison Continued							
	Access	Recommended Facilitators, Instructors & Assistants	Mandatory Components	Cost Estimates**	Optional Components	Cost Estimates**	Evaluation Component
Cooking Matters Course Curricula	<p>Partnership Required</p> <p>Partners order free Cooking Matters curricula & participant graduation certificates via an online ordering site</p>	<p>Two qualified instructors/course, specifically one culinary & one nutrition instructor</p> <p>One or more assistant/course is helpful</p>	<p>Initial procurement of portable culinary equipment</p> <hr/> <p>Serve ware for in-class dining (disposable or other)</p> <hr/> <p>Food for in-class & take-home groceries plus \$10 challenge activity incentive (if applicable)</p> <hr/> <p>Other materials (e.g. pens, nametags, etc.)</p>	<p>~\$650</p> <hr/> <p>Cost varies</p> <hr/> <p>~\$700/course</p> <hr/> <p>Cost varies</p>			<p>Required: Implementation of electronically processed Pre- Post-Behavior Change Survey to measure participant behavior change in courses for the priority audience: <i>Cooking Matters for Families, Adults, Parents, Child Care Professionals & Cooking Matters EXTRA for Center-Based Child Care Professionals</i> curricula.</p> <p>Optional: Implementation of paper-based survey tool to measure participant behavior change in <i>Cooking Matters for Kids & Teens</i> participants. Share Our Strength does not require or process survey data for these curricula. Partner processes data.</p>

*The Cooking Matters app will be released in 2017

**Estimates are approximate, vary based on local factors & do not include staff time, overhead or participant recruitment resources such as recruitment flyers, childcare, transportation, etc.

