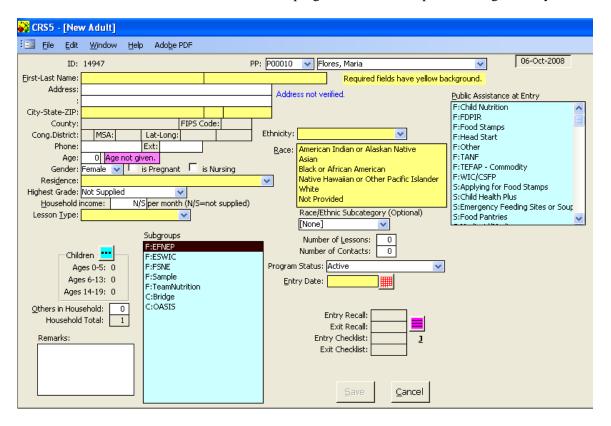## WHAT INFORMATION IS COLLECTED?

The Nutrition Education Evaluation and Reporting System (NEERS) is an integrated database system that stores information on: 1) adult program participants, their family structure and dietary practices; 2) youth group participants; and 3) staff.

ADULT DEMOGRAPHIC DATA

The Adult Switchboard is used to collect basic demographic and program status data about the adult participants. The only required fields are: *Name (or other unique identifier); city and state or zip code; race; ethnicity; gender; residence (central city, farm, etc); subgroup; lesson type; ID code and name of educator providing the lessons; program status (active, educational objective, etc.); and entry and exit date*.
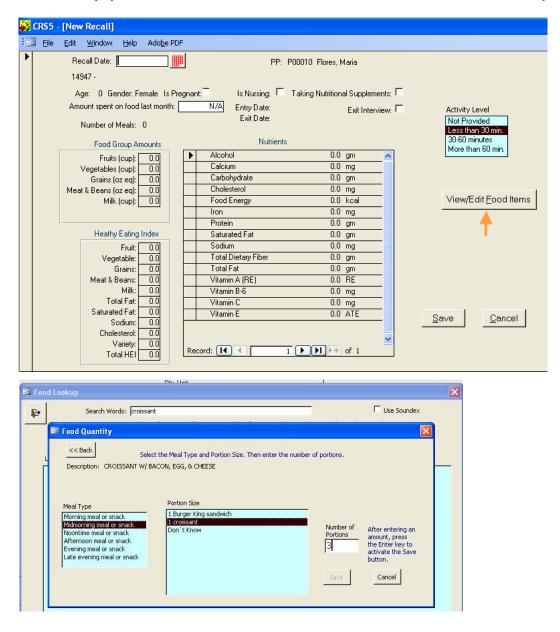
The additional, optional data fields on this switchboard consist of participant's address, phone number, age and racial subcategory; pregnancy check box; nursing check box; household income; public assistance received at entry and exit; number of children by age; number of others in household; highest grade completed; number of lessons; number of contacts; and program status. Personally identifiable information is not transmitted to the state or federal levels and NEERS is password protected to keep participant information secure.

There is also the option to verify the adult's address. States may use this option to gather information on the adult's congressional district, metropolitan statistical area (MSA) and latitude and longitude coordinates. This is possible through a contract CSREES has with **Melissa Data Corp** to provide a Data Quality Web Service for EFNEP. Using this service raises no security concerns. The actual data entered at the county level is not transferred or stored anywhere. A data string is sent via a secure **https:** server (not a website) and is 'bounced' against Melissa Data Corp's USPS dataset to verify the location information. This data can be used to illustrate program reach and impact in a targeted way.
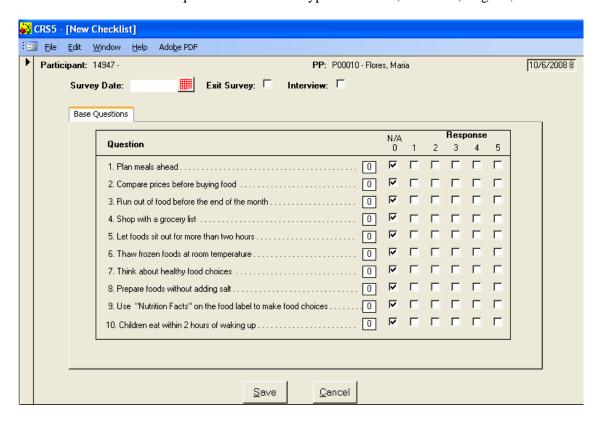
NUTRITION DATA – DIET RECALLS (Adult only)

The data fields on the <u>Nutrition Switchboard</u> are used to enter food recalls, prepare diagnostic reports for participants, and prepare the diet summary reports of the participants. States/territories are provided 3 different options for providing data for this component: Computerized Nutrient Analysis, Food Group Serving Input, and External Nutrient Analysis. If Computerized Nutrient Analysis is chosen, entry of *meal items* is required. Entry of a meal item consists of entering, searching for and selecting the meal item from the MyPyramid Foods Database and then entering the *meal type (midmorning meal, noontime meal or snack, etc.), portion size, and the number of portions*. The system computes the nutrient, food group and Healthy Eating Index values automatically. If Food Group Serving Input is chosen, food group tabulations are done externally and the totals for the day are entered. If External Nutrient Analysis is used, all nutrient and food group values are entered manually, based on tabulations done externally. This method is also used to convert any dietary data which was entered in the previous version of the system, ERS, to the new format. The underlying databases that support this module are MyPyramid data files, which include more extensive lists of foods and more nutrients than the previous version. Output reports reflect the MyPyramid recommendations. The screen shots below illustrate external analysis.

BEHAVIOR CHANGE DATA

The <u>Behavior Checklist Switchboard is used to capture data on behavior change between entry and exit from the program.</u> When this feature is used for adult participants, states must ask the participant 10 core questions. Each question includes five response options: Do Not Do, Seldom, Sometimes, Most of the Time, or Almost Always, (No Response or Not Applicable is also permitted). If a State chooses, it can collect additional information from participants by selecting any question from an approximately 200 item database which was developed for the states to support their sharing of additional questions with each other. The additional questions are of four types: 4-Choice, 5-Choice, Logical, or Numeric.

STAFF DATA

The Staff Switchboard captures basic information about the professionals, paraprofessionals and volunteers associated with the program. The only required fields are the *ID; gender; ethnicity; and race*. The additional data fields on the this switchboard consist of: address, city, state and zip code; telephone number; annual hours spent with adults by program; annual hours spent with youth; and for volunteers - age code (adult or youth), the ID/name of the paraprofessional he/she worked with, and his/her role(s). Personally identifiable information is not transmitted to the state or federal levels.

CRS5 - [New Professional]

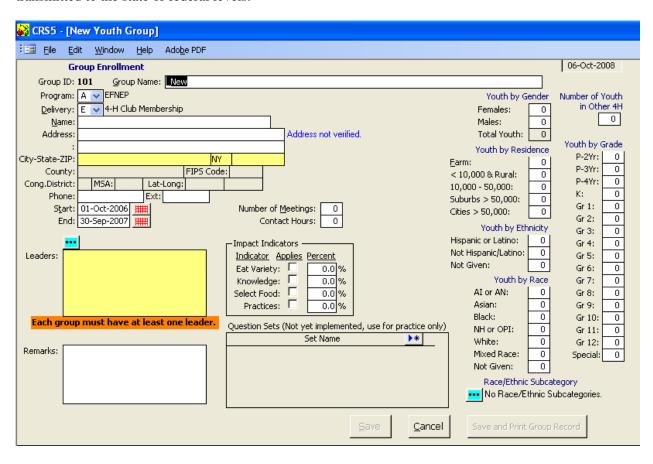**CRS5 - [New Paraprofessional]**

File   Edit   Window   Help   Adobe PDF

ID: P00029   **Required fields have yellow background.**   06-Oct-2008

First-Last Name:

Address:

:

City-State-Zip: NY

Phone: Ext:

Gender: Female

Ethnicity: Not Hispanic/Latino
Hispanic or Latino
Not Provided

Race: American Indian or Alaskan Native
Asian
Black or African American
Native Hawaiian or Other Pacific Islander
White
Not Provided

Annual Hours Spent With Adults and Youth by Program		
Program	Adults	Youth
EFNEP	0	0
FSNE	0	0
State Project	0	0
Other	0	0
Total	0	0
Adult + Youth	0	

CRS5 - [New Volunteer]

File   Edit   Window   Help   Adobe PDF

ID: V00001   **Required fields have yellow background.**   06-Oct-2008

First-Last Name:

Address:

:

City-State-Zip: NY

Phone: Ext:

Gender: Female   Age Code Adult

Ethnicity: Not Hispanic/Latino
Hispanic or Latino
Not Provided

Race: American Indian or Alaskan Native
Asian
Black or African American
Native Hawaiian or Other Pacific Islander
White
Not Provided

Annual Hours Spent With Adults and Youth by Program		
Program	Adults	Youth
EFNEP	0	0
FSNE	0	0
State Project	0	0
Other	0	0
Total	0	0
Adult + Youth	0	

Paraprofessional: A00001   Parker-Duncanson, Carol

Volunteer Roles

Is current/former EFNEP Participant: ☐
Performs Instructional Role: ☐
Performs Advisory Committee Role: ☐
Performs Educational Support Role: ☐
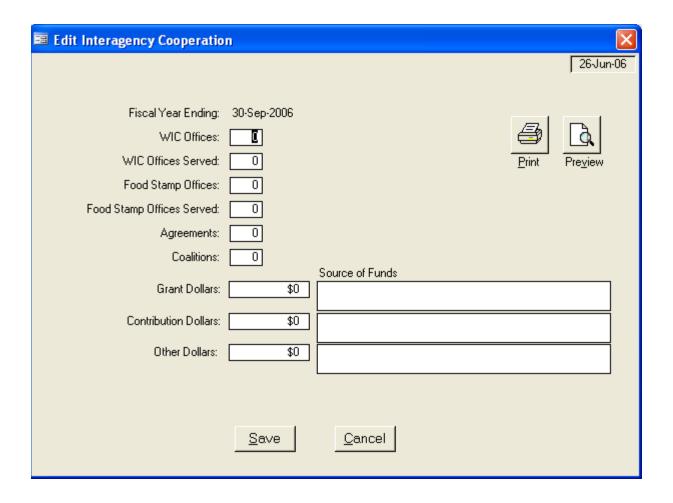Performs Support Service Role: ☐
Performs as Middle Manager: ☐

YOUTH DEMOGRAPHIC & IMPACT DATA

The Youth Group Switchboard captures basic demographic data about the youth participants reached as a group. The only required fields are: *group ID; program type; delivery method; city and state or zip code; group leaders; and start and end dates*. The additional data fields on this switchboard consist of group name; name; address; phone number; number of meetings, number of contact hours, number of youth in other 4-H programs; and number of youth by gender, grade, residence (central city, farm, etc), ethnicity, race and racial subcategory. There are additional data fields to capture data on youth impacts. These impacts include the percentage of youth who improved knowledge or behavior related to one or more of four outcome areas: food choice; essentials of nutrition; food preparation/food safety; and food resource management. As with the adults, there is the option to verify the youth group's location. If a state wishes, it can use this option to gather information on the youth group's congressional district, metropolitan statistical area (MSA) and latitude and longitude coordinates. As discussed in the Adult Switchboard section, CSREES has a contract with **Melissa Data Corp** to provide a Data Quality Web Service for EFNEP. As stated previously, using this service has absolutely no security concerns (see section on the Adult Switchboard for additional information). Personally identifiable information is not transmitted to the state or federal levels.

INTERAGENCY COOPERATION DATA

The Interagency Cooperation screen is used to capture data on collaborations and other sources of funding. Optional fields include: number of WIC offices and number of WIC offices served; number of Food Stamp offices and number of Food Stamp offices served; number of agreements; number of coalitions; amount of grant dollars, contribution and other dollars and their source of funds.

TEMPLATE FOR NATIONAL DATA SET (DRAFT)

SYSTEM DATA
Number of Reporting Institutions: X
Reporting Period: 10/01/XXXX – 09/30/XXXX

ADULT DATA
Total Adults: X
Total Other Family Members: X
 # Pregnant: X   **# Nursing:** X

Status:
    # Active Adults: X
    # Graduates: X
# of Months in Program (Graduates): X
    Mean # Lessons: X
    Mean # Contacts: X

Other		#	%
	# with no Children and not Pregnant or Nursing		
	# Public Assistance at Entry		
Residence			
	Farm		
	Towns under 10,000 and rural non-farms		
	Towns & cities 10,000 to 50,000 and their suburbs		
	Suburbs of cities over 50,000		
	Central cities over 50,000		
Race			
	White		
	African American		
	American Indian or Alaska Native		
	Asian		
	Native Hawaiian or Other Pacific Islander		
	Multiple Races Identified		
	Not Provided		
Ethnicity			
	Hispanic or Latino		
	Not Hispanic nor Latino		
	Not Provided		
Poverty			
	< or = 50% of poverty		
	51 – 75% of poverty		
	76 – 100% of poverty		
	101 – 185% of poverty		
	Income not provided		

RECALL DATA
 # Both Recalls: X
% of Graduates with Recalls: X

	Entry	**Exit**	**Change**
Grains			
Fruits			
Vegetables			
Milk			
Meats			

 # with Positive Change in
       1 or more Food Group: X;   **%:** X
       Physical Activity: X;   **%:** X   **n=X**
Total Cost Savings: $XX
       Average Cost Savings: $XX   **n=X**

CHECKLIST DATA
 # with Both Checklists: X   **# with all Zeros:** X
% of Graduates with Checklists: X

 # Improvement in 1 or More
       FRM Practice: X;   **%:** X
       N Practice: X;   **%:** X
       FS Practice: X;   **%:** X

Desirable Practices (80% or higher)

	Entry	**Exit**	**Change**
Food Resource Management			
Nutrition Practices			
Food Safety			
All 3 (FRM, NP, FS)			

YOUTH DATA
# of Youth Groups: X
Total # of Youth: X
Mean # Months: X
       Mean # Meetings: X   **Mean # Contact Hours:** X

Residence		**#**	**%**
	Farm		
	Towns under 10,000 and rural non-farms		
	Towns & cities 10,000 to 50,000 and their suburbs		
	Suburbs of cities over 50,000		
	Central cities over 50,000		
Race			
	White		
	African American		
	American Indian or Alaska Native		
	Asian		
	Native Hawaiian or Other Pacific Islander		
	Multiple Races Identified		
	Not Provided		

Ethnicity			
	Hispanic or Latino		
	Not Hispanic nor Latino		
	Not Provided		

Youth Impact Indicators:

	# Improved	% Improvement
Now eat a variety of food		
Increased their knowledge of the essentials of human nutrition		
Increased their ability to select low-cost, nutritious foods		
Improved their practices in food preparation and safety		

Youth Delivery Mode:
      4-H Club Membership: X
      4-H Special Interest/Short-Term Program: X
      4-H Camping Programs: X
      School Enrichment Programs: X
      After-School Programs Using 4-H Curricula/Staff Training: X
      Instructional TV/Video/Web Programs: X

Youth Grade:
      Pre-K, 2yrs: X
      Pre-K, 3yrs: X
      Pre-K, 4yrs: X
      Kindergarten: X
      Grade 1: X
      Grade 2: X
      Grade 3: X
      Grade 4: X
      Grade 5: X
      Grade 6: X
      Grade 7: X
      Grade 8: X
      Grade 9: X
      Grade 10: X
      Grade 11: X
      Grade 12: X
      Special Education: X

STAFF DATA
 # Professionals: X   **FTE:** X
 # Paraprofessionals: X **FTE:** X
 # Volunteers: X   **FTE:** X

INTERAGENCY DATA
# of Reporting Units: X
 # WIC Offices: X   **# Served:** X   **% Served:** X
 # Food Stamp Offices: X   **# Served:** X   **% Served:** X
 # Agreements and Coalitions: X
Total Dollars: X