



**HEALTHY FOOD PANTRY ASSESSMENT TOOL  
(HFPAT) SUPPLEMENTARY TRAINING**  
SNAP-Ed Evaluation Team | FFY20



# Meet your PEAS lead!



**Katie Tong, MS**

*PSE Evaluator*

SNAP-Ed Evaluation Team

# HFPAT Training Overview



Learning objectives
Coordinating with partners
Submitting data
Interpreting results
Next steps
Q&A

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# Learning Objectives



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# How can I introduce the HFPAT to my partner?

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The HFPAT provides a **snapshot** of the food bank environment at a point in time. This can help:

- Identify joint priorities – immediate and longer-term
- Pinpoint opportunities for SNAP-Ed to support food bank
- Use our resources strategically

# What should I keep in mind about logistics?

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- Choose a distribution day to best answer certain items – earlier is better!
- Consider seasonality
- Build in time for the walkability checklist

## From the field...

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*“The Healthy Food Pantry Assessment Tool (HFPAT) helped build and strengthen relationships between SNAP-Ed and staff at food bank (FB) and distribution sites. SNAP-Ed staff and some FB site managers administered the site scans which contributed to identification of consistencies in many observations and reinforced partner “buy-in” for change.”*

*- Linda Mathews, Pierce County WSU Extension*

# How is HFPAT data collected?

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If possible, **work together** with a food bank staff member or volunteer to complete the HFPAT

## Why?

- Opportunity for conversation
- Ensure you're on the same page
- Your partner knows the environment best

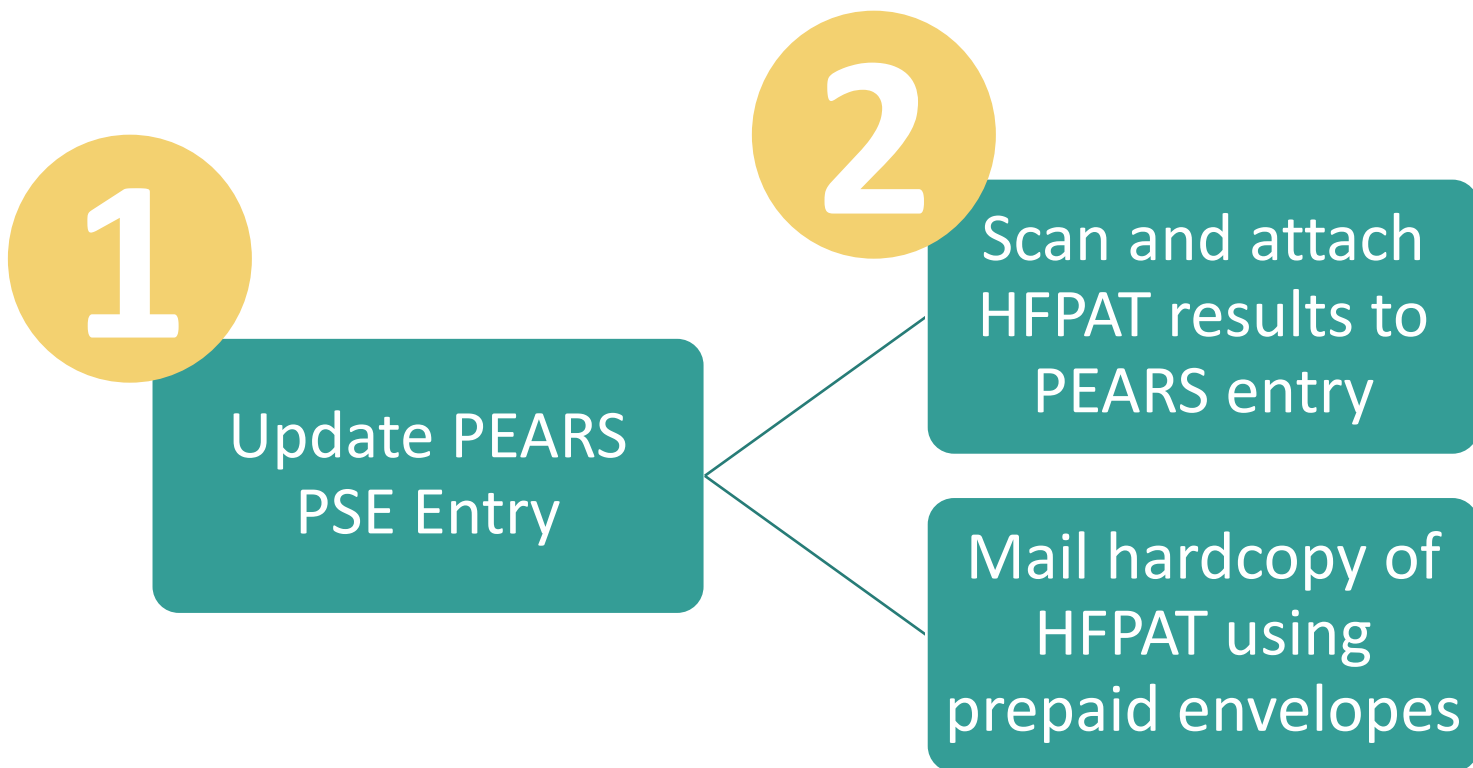
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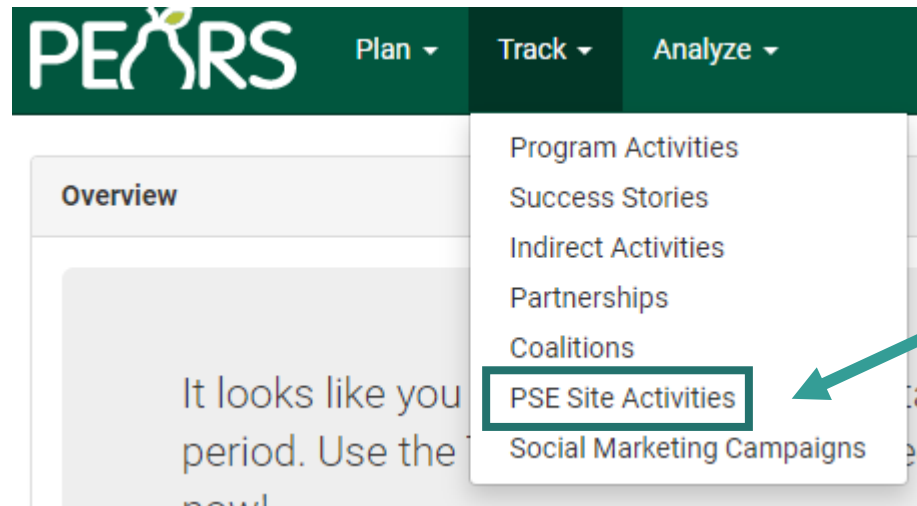
# How can I submit HFPAT results to the Evaluation Team?

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# Updating your PEARS PSE Entry

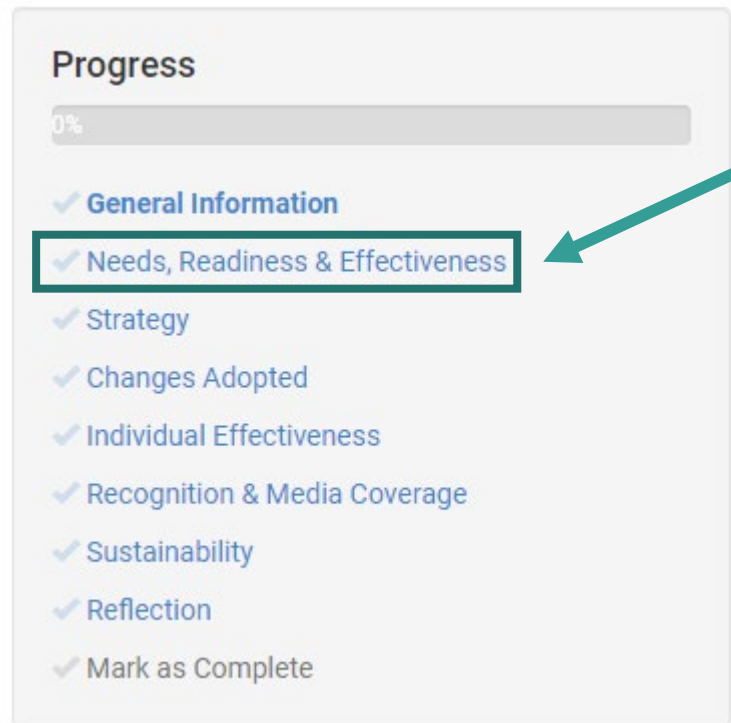
Start by selecting 'PSE Site Activities' from the 'Track' drop-down menu



# Updating your PEARS PSE Entry

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Navigate to the Needs, Readiness & Effectiveness Section using the panel on the right-hand side.



# Updating your PEARS PSE Entry

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On the Needs, Readiness & Effectiveness section, select 'yes' when asked about conducting needs or readiness assessments. You'll then click 'Add Assessment' to include details.


Did you conduct any needs or readiness assessments at this site or organization during the current reporting year of October 1, 2018 - September 30, 2019 (SNAP-Ed)? \*



Yes

The SNAP-Ed Framework interpretive guide suggests [several surveys](#) to be used when assessing organizational readiness for PSE changes. Additionally, see the [environmental settings flowchart](#) to determine which assessments are recommended.

## Needs and Readiness Assessments



+ Add Assessment

# Updating your PEARS PSE Entry

Follow the prompts to describe the Healthy Food Pantry Assessment Tool, date of assessment, description of results and score.

Edit Readiness Assessments

Assessment type \*

Needs assessment/environmental scan

Survey Instrument \*

Healthy Food Pantry Assessment Toolkit

Approximate date baseline assessment administered

10/29/2019

Brief description of baseline assessment results

The Nourish Food Bank has a wide variety of fruits and vegetables available to food bank clients, but had fewer healthy proteins and grains on the day of the assessment. The food bank uses a more traditional distribution model in which food bank volunteers distribute food directly to clients.

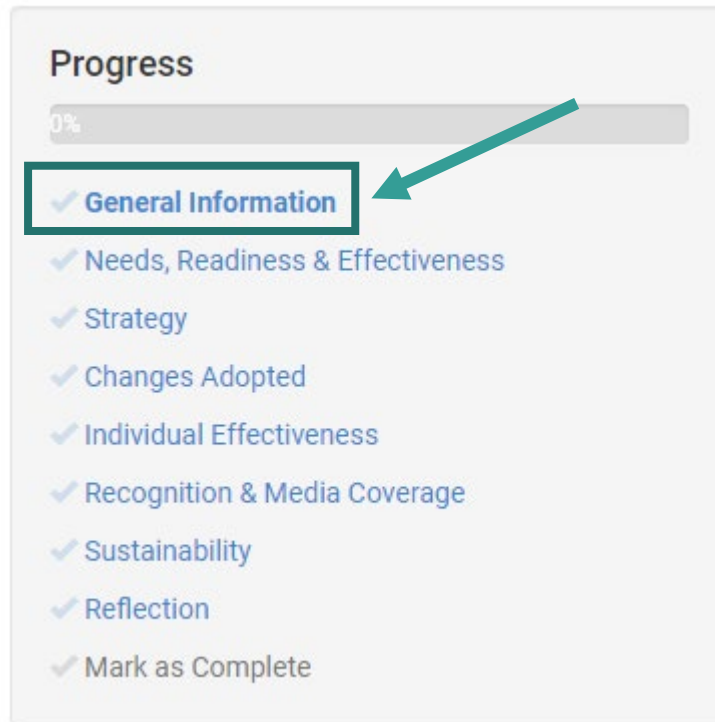
Assessment Score

72

# Attaching to PEARS PSE Entry

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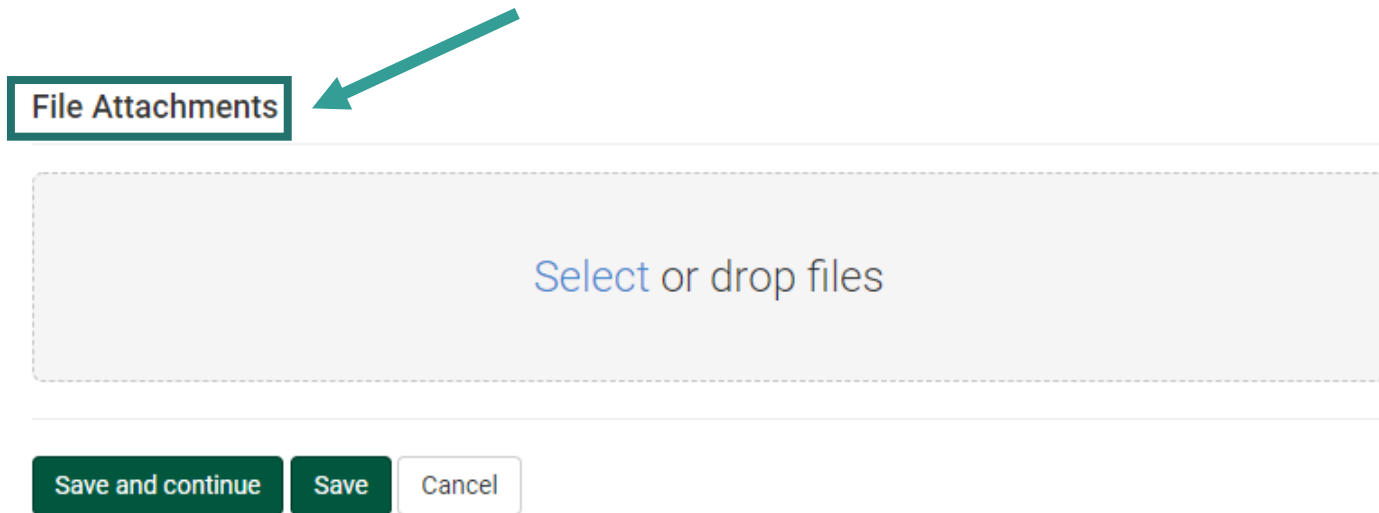
Navigate to the General Information Section using the panel on the right-hand side.



# Attaching to PEARS PSE Entry

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Use the 'File Attachments' option at the bottom of the General Information section to add your HFPAT results file



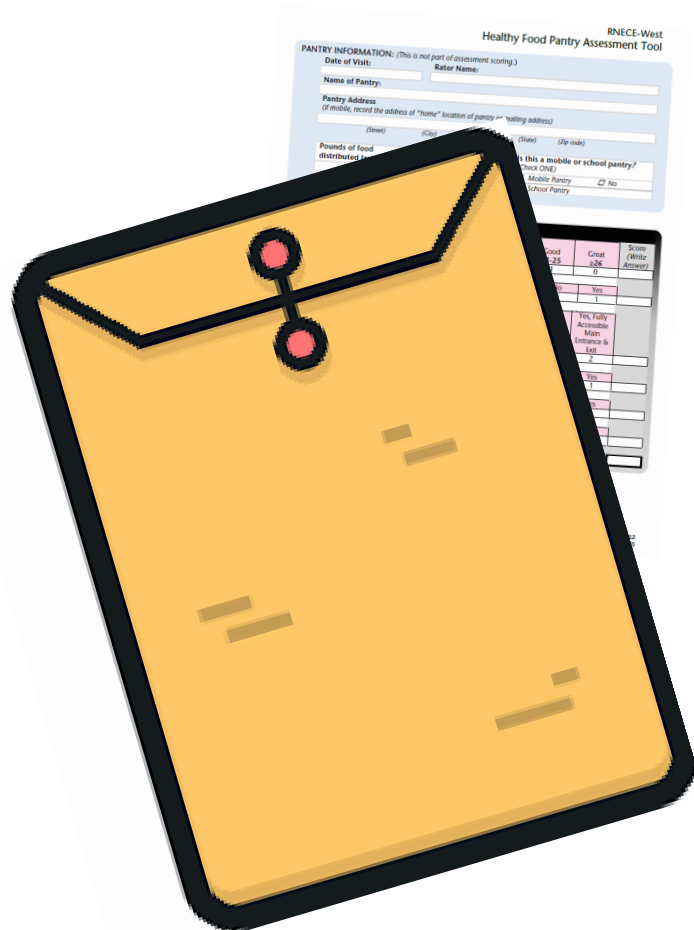
**File Attachments**

Select or drop files

Save and continue Save Cancel

# Mailing with Prepaid Envelope

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Washington State  
Department of Health  
ATTN: RAE Unit, Office of  
Nutrition Services  
PO Box 47886  
Olympia, WA 98504

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# What made Pierce WSU Extension so successful?

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After the HFPAT Scan, SNAP-Ed staff conducted:

- **Key informant interviews**
- A **short survey** with site managers to prioritize change by importance and viability

Staff also developed and updated **site reports**, to show progress and document change.

*“This communal approach has led to continued, focused work with further opportunities to plan.”*

- Linda Mathews, Pierce County WSU Extension

# Where do I start?

## Assessment Summary Score

A. A. Pantry Location & Entrance	
A.1. Subtotal (page 2, #1-13) .....	<input type="text"/>
<i>*Remember to subtract the Walkability Checklist score from A.1. Subtotal</i>	
B. Food Available to Clients	
B.1. Subtotal Food Distribution to Clients (page 3, #14-19) .....	<input type="text"/>
B.2. Subtotal Fresh Fruits and Vegetables (page 4, #20-25) .....	<input type="text"/>
B.3. Subtotal Frozen Fruits, Vegetables, and Fresh/ Frozen Lean Protein (page 5, #27-30) .....	<input type="text"/>
B.4. Subtotal Canned Fruits, Vegetables, and Lean Protein (page 6, #31-33).....	<input type="text"/>
B.5. Subtotal Low-Fat Dairy, Eggs, and Grains (page 7, #34-37).....	<input type="text"/>
B. Food Available to Clients Subtotal, page 8 .....	<input type="text" value="+"/>
C. Policies of the Food Pantry	
C.1. Subtotal (page 8, #38-43).....	<input type="text"/>
D. Frozen, Chilled, Dry Storage, and Food Safety	
D.1. Subtotal Storage, (page 9, #44 and #47 ONLY) .....	<input type="text"/>
D.2. Subtotal Food Safety (page 10, #52-56).....	<input type="text"/>
D. Frozen, Chilled, Dry Storage and Food Safety Subtotal, page 10.....	<input type="text" value="+"/>
E. Services for Clients	
E.1. Subtotal (page 11, #57-59) .....	<input type="text"/>
<hr/>	
Healthy Pantry Assessment Score – GRAND TOTAL .....	<input type="text" value="-"/>
<i>ADD Subtotals A, B, C, D, &amp; E together, Score should be 1-100.</i>	



# Where do I start?

## Assessment Summary Score

### A. A. Pantry Location & Entrance

A.1. Subtotal (page 2, #1-13) .....

*\*Remember to subtract the Walkability Checklist score from A.1. Subtotal*

### B. Food Available to Clients

B.1. Subtotal Food Distribution to Clients (page 3, #14-19) .....

B.2. Subtotal Fresh Fruits and Vegetables (page 4, #20-25) .....

B.3. Subtotal Frozen Fruits, Vegetables, and Fresh/ Frozen Lean Protein  
(page 5, #27-30) .....

B.4. Subtotal Canned Fruits, Vegetables, and Lean Protein (page 6, #31-33).....

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B. Food Available to Clients Subtotal, page 8 .....

### C. Policies of the Food Pantry

C.1. Subtotal (page 8, #38-43).....

### D. Frozen, Chilled, Dry Storage, and Food Safety

D.1. Subtotal Storage, (page 9, #44 and #47 ONLY) .....

D.2. Subtotal Food Safety (page 10, #52-56).....

D. Frozen, Chilled, Dry Storage and Food Safety Subtotal, page 10.....

### E. Services for Clients

E.1. Subtotal (page 11, #57-59) .....

Healthy Pantry Assessment Score – GRAND TOTAL  
ADD Subtotals A, B, C, D, & E together, Score should be 1-100.

# Who should I talk to first?

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1

Talk with your team



# Who should I talk to first?

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2

Talk with your IA



# How can I share these results with my partner?

Limited  
Time

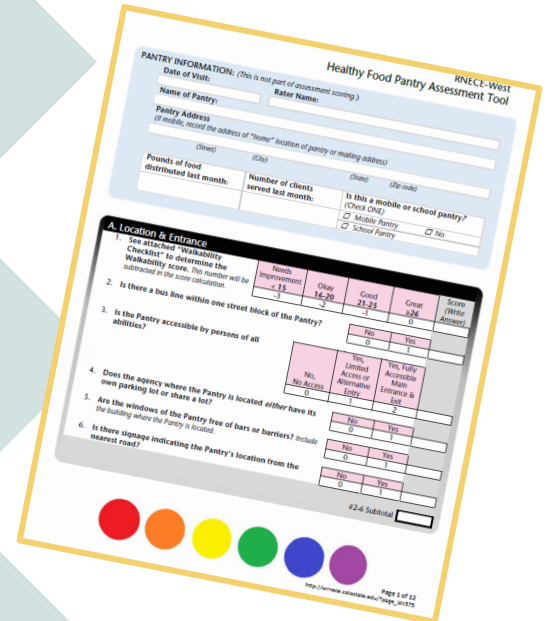
- Review the HFPAT with your partner

Some  
Time

- Develop a brief report to summarize HFPAT highlights and potential areas for collaboration

More  
Time

- Survey food bank staff on their priorities for next steps
- Summarize initial results and feedback in a report



The image shows a sample of the Healthy Food Pantry Assessment Tool (HFPAT) form. The form is titled "Healthy Food Pantry Assessment Tool" and "KINECE-WEIT". It includes sections for "PANTRY INFORMATION" and "A. Location & Entrance". The "PANTRY INFORMATION" section includes fields for "Date of Visit", "Name of Pantry", "Pantry Address", "Pounds of food distributed last month", and "Number of clients served last month". The "A. Location & Entrance" section includes a "Walkability Checklist" with a table for "Walkability Score" and a series of questions about the pantry's location and accessibility. The form is color-coded with a yellow border and a blue header. At the bottom, there are five colored circles (red, orange, yellow, green, blue) and a page number "Page 1 of 12".

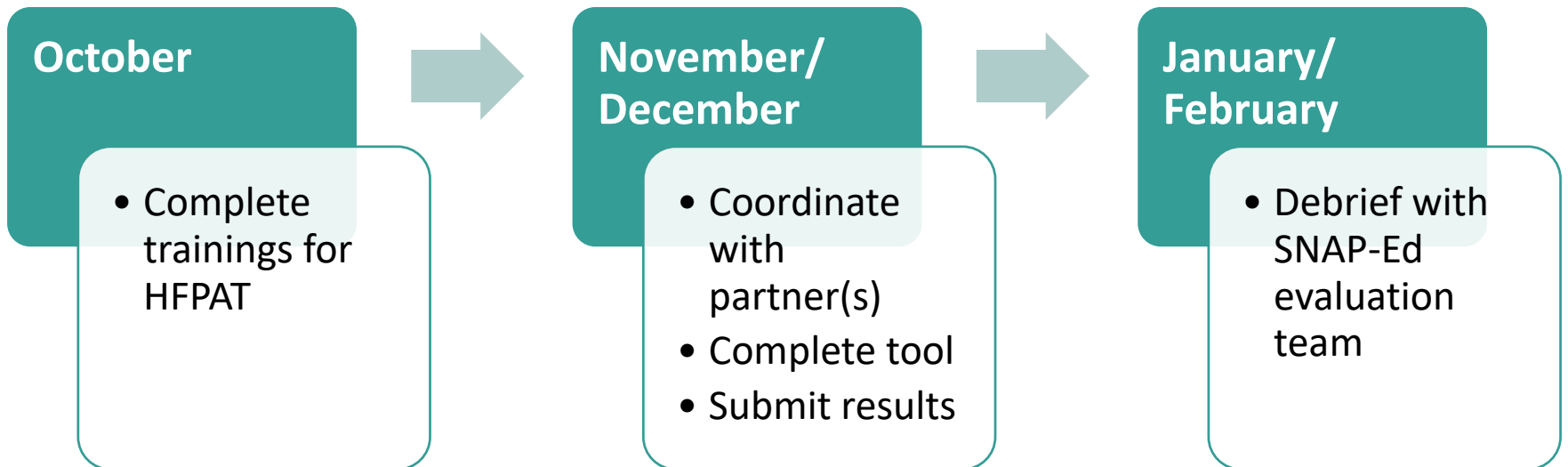
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**Q&A**



**What QUESTIONS  
do you have  
about the HFPAT?**

# Please reach out!



Share questions or feedback by  
emailing us at:  
**[SNAPEdEvaluation@doh.wa.gov](mailto:SNAPEdEvaluation@doh.wa.gov)**



Find this training and other  
resources online at:  
**<https://wasnap-ed.org/evaluation>**

Thank you!





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