



TEXAS

Health and Human Services

Cecile Young, Executive Commissioner

**Request for Application (RFA) Grant for
Supplemental Nutrition Assistance Program (SNAP) Education
RFA No. HHS0015831**

Exhibit D, Key Performance Requirements

Supplemental Nutrition Assistance Program Education	
KPR 1	
Reporting Period	Annually
Service/Component	<p>State Priority Goal 1: Support policy, systems, and environmental (PSE) strategies that build healthier communities by increasing access to nutritious foods and removing barriers to their consumption.</p> <p>Objective Focus: The Grantee must plan, develop, and implement PSE strategies. This includes conducting a baseline evaluation, consulting stakeholders, and implementing programs to create or expand access to healthy food environments (e.g., community gardens, SNAP-Ed sites, multi-level worksites).</p>
Performance Standard	<p>Performance Standard for PSE Strategies:</p> <p>A. 90% of PSE changes initiated in the first fiscal year must be implemented within the second fiscal year.</p> <p>B. The Grantee must establish a minimum of one new PSE change or modify an existing PSE strategy each fiscal year.</p> <p>C. Example target activities include the development of school or community gardens and the creation of partnerships with ten (10) additional SNAP-Ed eligible Farmers' Markets accepting SNAP benefits.</p>
Measurement of Noncompliance	<p>The Grantee will be considered noncompliant if:</p> <p>D. Less than 90% of PSE changes planned in the first fiscal year are not implemented by the end of the second fiscal year.</p> <p>E. Fewer than one new PSE change is initiated or adopted annually.</p> <p>F. The number of Farmers' Markets accepting SNAP does not increase by at least ten (10) each year.</p>
Non-compliance Remedies	<p>HHSC may take the following actions in the event of non-compliance or a missed KPR:</p> <p>G. Escalate to Agency Management and Procurement and Contracting Services (PCS),</p> <p>H. Implement enhance monitoring,</p> <p>I. Reduce services or dollars associated with the contract,</p> <p>J. Collection of improper payments/disallowances,</p> <p>K. Impose adverse actions:</p> <ol style="list-style-type: none"> 1. Suspension of referrals or services; 2. Suspension of payments; 3. Assess liquidated damages or penalties; or 4. Terminate prior to contract end date; <p>L. Report the Grantee to the Texas Comptroller of Public Accounts (CPA) Vendor Performance Tracking System, as applicable, for unsatisfactory performance, to the appropriate licensing organization, the Office of Inspector General (OIG), or law enforcement.</p>

Calculation/ Reporting Process	<p>Baseline Evaluation: M. Grantee will provide baseline data on current PSE strategies and food access points.</p> <p>Quarterly Reporting: N. Submit progress reports using the standard SNAP-Ed template, including narrative descriptions and quantitative data on implemented PSE strategies.</p> <p>Annual Performance Review: At the end of each fiscal year, the Grantee must report: O. Total number of new PSE strategies adopted. P. Percentage of planned PSE strategies that were successfully implemented. Q. Number of new Farmers' Markets added to the SNAP-Ed partnership.</p> <p>Calculation Method: R. For each fiscal year, calculate the total number of PSE changes planned versus the total number implemented. Percentage compliance is determined by dividing the number of implemented strategies by planned strategies. S. Additional outcomes will be measured through the standardized evaluation and needs assessment tools.</p> <p>All correspondence must be sent to the HHSC SNAP-Ed SAR/VAR mailbox at snap_ed_sar_var@hhsc.state.tx.us, with a carbon copy to the SNAP-Ed email address snaped@hhs.texas.gov.</p>
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Supplemental Nutrition Assistance Program Education	
KPR 2	
Reporting Period	Annually
Service/Component	<p>State Priority Goal 2: Increase the consumption of fruits, vegetables, and other foods that comprise a healthy diet among eligible populations.</p> <p>Objective Focus: Evaluate voluntary behavior changes that promote the increased consumption of fruits, vegetables, and other healthy foods among the eligible population. Additionally, the goal includes demonstrating progress in self-reported positive behavior changes in diet quality among SNAP-Ed participants.</p>
Performance Standard	<p>Performance Standard for Increased Fruit and Vegetable Consumption:</p> <p>A. At least 25% of SNAP-Ed participants must demonstrate a positive self-reported change in fruit, vegetable, and other healthy food consumption by the end of each fiscal year.</p>

	B. This behavior change must be supported by educational programming, outreach activities, or other evidence-based interventions.
Measurement of Noncompliance	<p>The Grantee will be considered noncompliant if:</p> <p>C. Fewer than 25% of surveyed participants report an increase in consumption of fruits, vegetables, and other foods that comprise a healthy diet.</p> <p>D. Inadequate or missing evidence to support the implementation of programming that directly addresses dietary behavior change.</p>
Non-compliance Remedies	<p>HHSC may take the following actions in the event of non-compliance or a missed KPR:</p> <p>E. Escalate to Agency Management and Procurement and Contracting Services (PCS),</p> <p>F. Implement enhance monitoring,</p> <p>G. Reduce services or dollars associated with the contract,</p> <p>H. Collection of improper payments/disallowances,</p> <p>I. Impose adverse actions:</p> <ol style="list-style-type: none"> 1. Suspension of referrals or services; 2. Suspension of payments; 3. Assess liquidated damages or penalties; or 4. Terminate prior to contract end date; <p>J. Report the Grantee to the Vendor Performance Tracking System, as applicable, for unsatisfactory performance, to the appropriate licensing organization, the Office of Inspector General (OIG), or law enforcement.</p>
Calculation/ Reporting Process	<p>Baseline Evaluation:</p> <p>K. The Grantee will collect baseline data on fruit and vegetable consumption from participants at the start of programming.</p> <p>Quarterly Reporting:</p> <p>L. Progress must be reported using the SNAP-Ed standard templates, including narrative descriptions of interventions and quantitative measures of participant dietary changes.</p> <p>Annual Performance Review:</p> <p>At the end of each fiscal year, the Grantee must provide:</p> <p>M. Total number of participants surveyed.</p> <p>N. Percentage of participants who reported a positive change in consumption of fruits, vegetables, and other healthy foods.</p> <p>O. A description of the educational strategies used to promote these changes.</p> <p>Calculation Method:</p> <p>P. Calculate the percentage of participants reporting a positive dietary change out of the total number of participants surveyed. The compliance target is set at a minimum of 25% each year.</p> <p>Q. Additional outcomes will be measured through the standardized evaluation and needs assessment tools.</p>

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Supplemental Nutrition Assistance Program Education	
KPR 3	
Reporting Period	Annually
Service/Component	<p>State Priority Goal 3: Increase knowledge of food resource management and food preservation among eligible populations to help save money and improve nutrition security status.</p> <p>Objective Focus: Evaluate voluntary behavior changes that promote improved food resource management and food preservation practices among SNAP-Ed participants. The goal is to support participants in saving money, reducing food waste, and enhancing food security through effective management and preservation strategies.</p>
Performance Standard	<p>Performance Standard for Food Resource Management and Food Preservation:</p> <p>A. At least 10% of SNAP-Ed participants must demonstrate positive self-reported changes in food resource management and food preservation practices by the end of each fiscal year.</p> <p>B. The Grantee must deliver educational programming that directly addresses food resource management skills, such as meal planning, budgeting, safe food storage, and preservation techniques.</p>
Measurement of Noncompliance	<p>The Grantee will be considered noncompliant if:</p> <p>C. Fewer than 10% of surveyed participants report positive changes in food resource management and preservation practices.</p> <p>D. Educational programming does not adequately focus on or promote improved food resource management and food preservation.</p> <p>E. Lack of documentation or reports showing implementation of activities that directly address the stated objective.</p>
Non-compliance Remedies	<p>HHSC may take the following actions in the event of non-compliance or a missed KPR:</p> <p>A. Escalate to Agency Management and Procurement and Contracting Services (PCS),</p> <p>B. Implement enhance monitoring,</p> <p>C. Reduce services or dollars associated with the contract,</p> <p>D. Collection of improper payments/disallowances,</p> <p>E. Impose adverse actions:</p> <ol style="list-style-type: none"> 1. Suspension of referrals or services; 2. Suspension of payments;

	<p>3. Assess liquidated damages or penalties; or</p> <p>4. Terminate prior to contract end date;</p> <p>F. Report the Grantee to the Vendor Performance Tracking System, as applicable, for unsatisfactory performance, to the appropriate licensing organization, the Office of Inspector General (OIG), or law enforcement.</p>
Calculation/ Reporting Process	<p>Baseline Evaluation:</p> <p>G. The Grantee will collect baseline data on participants' current food management and preservation behaviors at the start of programming.</p> <p>Quarterly Reporting:</p> <p>H. Submit progress reports that include narrative descriptions of implemented interventions and quantitative data on participant behavioral changes.</p> <p>Annual Performance Review:</p> <p>At the end of each fiscal year, the Grantee must report:</p> <p>I. Total number of participants engaged in food resource management and food preservation programs.</p> <p>J. Percentage of participants who reported a positive change in behaviors related to these skills.</p> <p>K. A description of the educational strategies used and their outcomes.</p> <p>Calculation Method:</p> <p>L. Calculate the percentage of participants reporting positive food resource management and food preservation changes out of the total number of participants surveyed. Compliance is defined as a minimum of 10% reporting positive change each fiscal year.</p> <p>M. Additional outcomes will be measured through the standardized evaluation and needs assessment tools.</p> <p>All correspondence must be sent to the HHSC SNAP-Ed SAR/VAR mailbox at snap_ed_sar_var@hhsc.state.tx.us, with a carbon copy to the SNAP-Ed email address snaped@hhs.texas.gov.</p>

Supplemental Nutrition Assistance Program Education	
KPR 4	
Reporting Period	Annually
Service/Component	<p>State Priority Goal 4: Increase ongoing physical activity among the eligible population in accordance with the recommended Physical Activity Guidelines in conjunction with nutrition education.</p> <p>Objective Focus: Evaluate voluntary behavior changes for increased physical activity among the eligible population and</p>

	demonstrate progress in self-reported positive behavior changes related to physical activity levels and reductions in sedentary behavior.
Performance Standard	<p>Performance Standard for Physical Activity Increase:</p> <p>A. At least 20% of SNAP-Ed participants must report a positive change in their physical activity behaviors (e.g., engaging in more moderate or vigorous physical activity) or a decrease in sedentary behaviors (e.g., reduced sitting time) by the end of each fiscal year.</p> <p>B. The Grantee must implement evidence-based interventions that promote physical activity in accordance with the Physical Activity Guidelines for Americans.</p>
Measurement of Noncompliance	<p>The Grantee will be considered noncompliant if:</p> <p>C. Less than 20% of surveyed participants report positive changes in physical activity or reductions in sedentary behavior.</p> <p>D. The Grantee does not implement evidence-based physical activity promotion programs or lacks documentation of such programs.</p>
Non-compliance Remedies	<p>HHSC may take the following actions in the event of non-compliance or a missed KPR:</p> <p>E. Escalate to Agency Management and Procurement and Contracting Services (PCS),</p> <p>F. Implement enhance monitoring,</p> <p>G. Reduce services or dollars associated with the contract,</p> <p>H. Collection of improper payments/disallowances,</p> <p>I. Impose adverse actions:</p> <ol style="list-style-type: none"> 1. Suspension of referrals or services; 2. Suspension of payments; 3. Assess liquidated damages or penalties; or 4. Terminate prior to contract end date; <p>J. Report the Grantee to the Vendor Performance Tracking System, as applicable, for unsatisfactory performance, to the appropriate licensing organization, the Office of Inspector General (OIG), or law enforcement.</p>
Calculation/ Reporting Process	<p>Baseline Evaluation:</p> <p>K. Collect baseline data on physical activity behaviors and sedentary time from participants at the beginning of each intervention.</p> <p>Quarterly Reporting:</p> <p>L. Submit progress reports using SNAP-Ed's standardized reporting template, which includes descriptions of the physical activity interventions and quantitative measures of changes in physical activity and sedentary behaviors.</p> <p>Annual Performance Review:</p> <p>At the end of each fiscal year, the Grantee must report the following:</p>

	<p>M. Total number of participants engaged in physical activity programs.</p> <p>N. Percentage of participants reporting positive changes in physical activity or reductions in sedentary behaviors.</p> <p>O. Description of strategies used to promote physical activity and reduce sedentary time.</p> <p>Calculation Method:</p> <p>P. Calculate the percentage of participants reporting positive changes in physical activity or sedentary behavior out of the total number of participants surveyed. Compliance is defined as a minimum of 20% reporting positive changes each fiscal year.</p> <p>Q. Additional outcomes will be measured through the standardized evaluation and needs assessment tools.</p> <p>All correspondence shall be sent to the HHSC SNAP-Ed SAR/VAR mailbox at snap_ed_sar_var@hhsc.state.tx.us, with a carbon copy to the SNAP-Ed email address snaped@hhs.texas.gov.</p>
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Supplemental Nutrition Assistance Program Education	
KPR 5	
Reporting Period	Annually
Service/Component	<p>State Priority Goal 5: Increase Grantee participation in Texas SNAP-Ed community engagement and special project efforts led by the State agency while incorporating lessons learned into program improvements.</p> <p>Objective Focus: Collaborate with multiple sectors to increase awareness of SNAP-Ed programming and promote multi-sector outcomes. Build and improve relationships with both federally recognized and non-federally recognized tribal communities and other community organizations. The goal includes hosting at least one Healthy Texan Week event to promote healthy nutrition and physical activity.</p>
Performance Standard	<p>Performance Standard for Grantee Engagement and Event Participation:</p> <p>A. At least two multi-sector events must be conducted each fiscal year to promote SNAP-Ed programming and outcomes, with a focus on increasing engagement with tribal communities and other underserved groups.</p> <p>B. Collaborate with a minimum of two new partners (e.g., community organizations, tribal entities) each fiscal year to expand program reach.</p> <p>C. Document participation and engagement strategies for each event, media including photos, lessons learned, and outcomes that can be applied to future program improvement efforts.</p>

Measurement of Noncompliance	<p>The Grantee will be considered noncompliant if:</p> <p>D. Fewer than two multi-sector events are conducted per fiscal year.</p> <p>E. The Grantee fails to collaborate with at least two new partners to expand program reach.</p> <p>F. Lack of documentation or inadequate reporting on lessons learned and outcomes from conducted events.</p>
Non-compliance Remedies	<p>HHSC may take the following actions in the event of non-compliance or a missed KPR:</p> <p>G. Escalate to Agency Management and Procurement and Contracting Services (PCS),</p> <p>H. Implement enhance monitoring,</p> <p>I. Reduce services or dollars associated with the contract,</p> <p>J. Collection of improper payments/disallowances,</p> <p>K. Impose adverse actions:</p> <ol style="list-style-type: none"> 1. Suspension of referrals or services; 2. Suspension of payments; 3. Assess liquidated damages or penalties; or 4. Terminate prior to contract end date; <p>L. Report the Grantee to the Vendor Performance Tracking System, as applicable, for unsatisfactory performance, to the appropriate licensing organization, the Office of Inspector General (OIG), or law enforcement.</p>
Calculation/Reporting Process	<p>Baseline Evaluation:</p> <p>M. Collect baseline data on current community engagement and partnerships at the beginning of each fiscal year.</p> <p>Quarterly Reporting:</p> <p>N. Submit quarterly progress reports using the SNAP-Ed standard templates, which include descriptions of new partnerships, multi-sector event details, and strategies used to engage with tribal and underserved communities.</p> <p>Annual Performance Review:</p> <p>At the end of each fiscal year, the Grantee must report the following:</p> <p>O. Total number of multi-sector events conducted.</p> <p>P. Number of new partners engaged.</p> <p>Q. Narrative description of each event, including outcomes, lessons learned, and strategies for future program improvements.</p> <p>Calculation Method:</p> <p>R. Calculate the number of events conducted and new partners engaged each fiscal year. Compliance is defined as conducting at least two multi-sector events and engaging at least two new partners annually.</p> <p>All correspondence shall be sent to the HHSC SNAP-Ed SAR/VAR mailbox at snap_ed_sar_var@hhsc.state.tx.us, with a carbon copy to the SNAP-Ed email address snaped@hhs.texas.gov.</p>