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Needs, Readiness & Effectiveness

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Determining a site's readiness for change is an important step in implementing SNAP-Ed programs and this is where you begin your reporting.

1. Begin by choosing whether or not you conducted any needs or readiness assessments at this site or organization during the current reporting year.
2. If you choose "No" you will be finished with this section and you may move on the "Strategy". If you choose "Yes" you will need to select the assessments you conducted at this site or organization.

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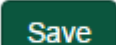
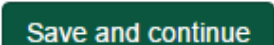
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Needs assessment/environmental scan

Staff readiness

Organizational readiness

3. For any sections you conducted assessments for you will need to select the survey instrument used from the drop down box. You also have the option to enter several other pieces of data for the assessments including:
 - The date the baseline assessment was administered.
 - A brief description of the results from the baseline assessment.
 - The date the follow-up assessment was administered.
 - A brief description of the results from the follow-up assessment.
4. Click  to finalize the entry or  to navigate to the "Strategy" section.

Notes:

- **Survey Instrument:** In this section of the PSE Module, instruments refer to needs assessments/environmental scans, staff and/or organizational readiness assessments. The system allows you to select from a list of reliable and valid assessment instruments to use when conducting PSE work.
- **Survey Instrument Other:** Not using an assessment instrument found in one of the drop-downs, select "Other (please specify)" and enter the name of the assessment instrument you are using.
- **Date baseline assessment administered:** This is the date on which you conducted a baseline needs assessment/environmental scan, staff or organizational readiness assessment.
- **A brief description of baseline assessment results:** A space to briefly describe the results of the needs assessment/environmental scan, staff or organizational readiness assessment.
- **Date follow-up assessment administered:** It is recommended you conduct the same needs assessment/environmental scan, staff or organizational readiness assessment both before and after

the PSE intervention. This field provides a space to enter the date the follow-up assessment was conducted.

- **A brief description of follow-up assessment results:** A space to briefly describe the results of the follow-up needs assessment/environmental scan, staff or organizational readiness assessment.

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