



University of
Kentucky®

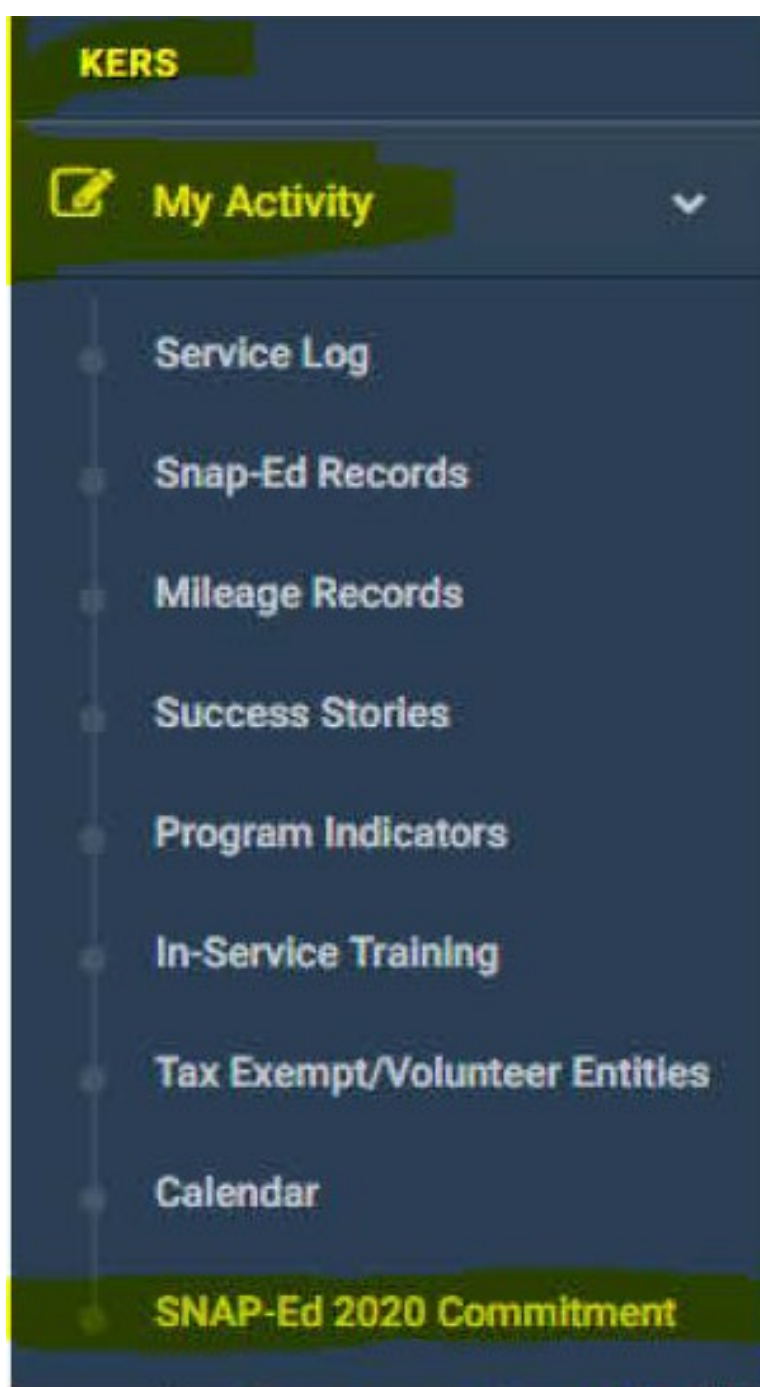
*College of Agriculture,
Food and Environment*



UK Cooperative Extension Nutrition Education Program March 2019



Educational programs of Kentucky Cooperative Extension serve all people regardless of race, color, age, sex, religion, disability, or national origin.



SNAP-Ed Commitment Hours in KERS

2020 SNAP-Ed Commitment Form ~submitted in KERS

- KERS
- My Activity
- Service Log
- Snap-Ed Records
- Mileage Records
- Success Stories
- Program Indicators
- In-Service Training
- Tax Exempt/Volunteer Entities
- Calendar
- SNAP-Ed 2020 Commitment

STEP 1 - Hours

SNAP-Ed Commitment Worksheet for Oct 1, 2019 - Sep 30, 2020

Hours

Commitment Hours:

| | Direct Education HOURS (workshop, classes, etc.) | Indirect Education HOURS (newsletters, local media, etc.) | Community (Policy Sys Environment) HOURS |
|--|---|--|---|
| Families: | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Seniors: | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Limited English: | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Preschool: | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| School Age Youth Elementary/Secondary: | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Farmers Market, Commodity Food, Gardening, & Food Preservation: | <input type="text" value="0"/> | <input type="text" value="0"/> | <input type="text" value="0"/> |
| TOTALS: | 0 | 0 | 0 |

Administrative Hours:

Administrative HOURS (Reporting, supervision):

Total SNAP-Ed
Commitment Hours for FY2020:

0



Contacts

Commitment Contacts:

STEP 2 - Contacts

| | Direct Education CONTACTS | Indirect CONTACTS |
|---|--------------------------------|--------------------------------|
| Families: | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Seniors: | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Limited English: | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Preschool: | <input type="text" value="0"/> | <input type="text" value="0"/> |
| School Age Youth Elementary/Secondary: | <input type="text" value="0"/> | <input type="text" value="0"/> |
| Farmers Market, Commodity Food, Gardening, & Food Preservation: | <input type="text" value="0"/> | <input type="text" value="0"/> |
| TOTALS: | 0 | 0 |
| Used to determine reinforcement quantities | | |





STEP 3 – Suggestions for Reinforcement Items

Help NEP Decide POSSIBLE Reinforcement Items Click below next to items desired.

- Insulated Tote Bags
- Can Openers
- Youth Lunch Bags
- Garden Spades
- Tongs
- Veggie Spiralizers
- Sidewalk Chalk
- Small Colanders
- Kitchen Shears
- Youth Frisbees
- Stickers
- Food Storage Containers

Suggested Incentive Items:

- KERS
- My Activity
- My County Office
- Reports
 - Meetings/Activities
 - Mileage
 - Affirmative Action Plan
 - Plans of Work
 - Statistical Contacts
 - Snap Ed
 - Success Stories
- Profile

Snap Ed Report

Fiscal Year: 2018 | 2019 |

Reported Hours By Month

| MONTH | HOURS REPORTED | DIRECT CONTACTS | INDIRECT CONTACTS | TOTAL CONTACTS |
|---------------|----------------|-----------------|-------------------|----------------|
| 2017/11 | 136 | 121 | 30385 | 30506 |
| 2017/10 | 4 | 25 | 0 | 25 |
| TOTALS | 140 | 146 | 30385 | 30531 |

Committed Hours for Oct 1, 2017 - Sep 30, 2018

| Families | Seniors | Limited English | Preschool | School Age Youth Elementary/Secondary | Farmers Market, Commodity Food, Gardening, & Food Preservation | Admin | TOTAL HOURS COMMITTED |
|----------|---------|-----------------|-----------|---------------------------------------|--|-------|-----------------------|
| 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Reimbursements

Remaining budget: \$2,000.00

Total Reimbursements: \$0.00

County SNAP-Ed Budget

| Notes | Amount |
|----------------------------------|--------------------------------|
| First quarter copy reimbursement | \$159.00 |
| Second quarter coy reimbursement | \$151.80 |
| 3rd quarter copy reimbursement | \$286.50 |
| 4th quarter copy reimbursement | \$77.25 |
| Remaining budget: \$1,425.45 | Total Reimbursements: \$674.55 |

PRD Documentation Emails

NEPKY@UKY.EDU



F

| | | | |
|------------------|----|-------|---|
| 1LB. KALE | V | 2.99 | F |
| 2LB ORANGES | VW | 6.99 | F |
| You saved | | 1.00 | |
| BLUEBERRIES | VW | 2.49 | F |
| You saved | | 2.50 | |
| BLUEBERRIES | VW | 2.49 | F |
| You saved | | 2.50 | |
| Cucumbers | W | 0.79 | F |
| Cucumbers | W | 0.79 | F |
| FCLB OLIVE OIL | V | 3.99 | F |
| You saved | | 0.50 | |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LANCE 2/\$1 | | -0.54 | |
| NSTIMO GRK YOGRT | V | 4.49 | F |
| You saved | | 0.50 | |
| Red Onions | W | 2.45 | F |
| 1.23lb @ 1.99/Lb | | | |
| STRAWBERRIES | W | 4.99 | F |
| STRAWBERRIES | W | 4.99 | F |
| TROPICANA OJ | V | 3.69 | F |
| You saved | | 1.10 | |

| | | |
|----------|---------------|-----------|
| Tax-Code | Taxable-Value | Tax-Value |
| Tax 1 | 0.00 | 0.00 |
| Tax 2 | 0.00 | 0.00 |
| Tax 3 | 0.00 | 0.00 |

SUBTOTAL 44.14
TOTAL TAX 0.00

BALANCE DUE 44.14

Purchase \$ 44.14

1/16/2019

| | | | |
|------------------|----|------|---|
| VT 2X LF MILK | V | 3.19 | F |
| You saved | | 0.60 | |
| VT LARGE EGGS | VW | 1.49 | F |
| You saved | | 0.50 | |
| BRD EYE BRC FLRT | VW | 5.99 | F |
| You saved | | 2.00 | |
| DSY CTIG CHS SM | V | 3.19 | F |
| You saved | | 1.00 | |
| FC HASH BROWNS | V | 2.49 | F |
| You saved | | 0.90 | |
| FC HASH BROWNS | V | 2.49 | F |
| You saved | | 0.90 | |
| FCLB SHRD ML CHD | V | 2.99 | F |
| You saved | | 0.90 | |
| GREEN ONIONS | W | 0.99 | F |
| JFY CORN MUFFIN | V | 0.59 | F |
| You saved | | 0.10 | |
| OM BACON REC PCS | V | 2.69 | F |
| You saved | | 0.60 | |
| YELLOW ONIONS | W | 0.72 | F |
| 0.50lb @ 1.29/Lb | | | |

| | | |
|----------|---------------|-----------|
| Tax-Code | Taxable-Value | Tax-Value |
| Tax 1 | 0.00 | 0.00 |
| Tax 2 | 0.00 | 0.00 |
| Tax 3 | 0.00 | 0.00 |

SUBTOTAL 26.82
TOTAL TAX 0.00

BALANCE DUE 26.82

Purchase \$ 26.82

| | | | |
|------------------|----|------|---|
| FCLB SHR ML CHDD | VW | 4.49 | F |
| You saved | | 1.50 | |
| GG VEG BROCC FLR | VW | 2.29 | F |
| You saved | | 0.40 | |
| GG VEG BROCC FLR | VW | 2.29 | F |
| You saved | | 0.40 | |
| GLADWARE FAM SZ | V | 5.99 | F |
| You saved | | 0.40 | |
| GREEN ONIONS | W | 0.99 | F |
| GREEN ONIONS | W | 0.99 | F |
| JFY CORN MUFFIN | V | 0.59 | F |
| You saved | | 0.10 | |
| RUSSET POTATOES | W | 3.69 | F |
| SD FS STR CNTNR | | 4.49 | F |

| | | |
|----------|---------------|-----------|
| Tax-Code | Taxable-Value | Tax-Value |
| Tax 1 | 10.48 | 0.63 |
| Tax 2 | 0.00 | 0.00 |
| Tax 3 | 0.00 | 0.00 |

SUBTOTAL 25.81
TOTAL TAX 0.63

BALANCE DUE 26.44

Purchase \$ 26.44

Store Charge #SXXXXXXXXXXXX8692
Auth # 632021 Payment from primary
Lane # 31 Cashier # 210
01/16/19 14:08 Ref/Seq # 314532
EPS Sequence # 314532

| | | |
|------------|--------|--------|
| | 540312 | 530191 |
| | 44.14 | |
| | 26.82 | |
| Total | 70.96 | |
| PAGE TOTAL | 70.96 | |

| | | | |
|------------------|---|-------|---|
| 1LB. KALE | W | 2.99 | F |
| 1LB. KALE | W | 2.99 | F |
| FC MAND ORANGES | V | 1.29 | F |
| You saved | | 0.30 | |
| FC MAND ORANGES | V | 1.29 | F |
| You saved | | 0.30 | |
| FC MAND ORANGES | V | 1.29 | F |
| You saved | | 0.30 | |
| FC MAND ORANGES | V | 1.29 | F |
| You saved | | 0.30 | |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LNC SNFLWR KRNL | | 0.59 | F |
| LANCE 2/\$1 | | -0.36 | |
| Red Onions | W | 1.23 | F |
| 0.62Lb @ 1.99/Lb | | | |
| TROPICANA OJ | V | 3.69 | F |
| You saved | | 1.10 | |

| | | |
|----------|---------------|-----------|
| Tax-Code | Taxable-Value | Tax-Value |
| Tax 1 | 0.00 | 0.00 |
| Tax 2 | 0.00 | 0.00 |
| Tax 3 | 0.00 | 0.00 |

SUBTOTAL 18.06
TOTAL TAX 0.00

BALANCE DUE 18.06

Purchase \$ 18.06

| | | |
|------------|--------|--------|
| | 540312 | 530191 |
| | 15.33 | |
| | 18.06 | |
| Total | 33.39 | |
| PAGE TOTAL | 33.39 | |

1/29/2019

| | | | |
|-------------------|----|------|---|
| BE SF FM BROCC CT | VW | 2.00 | F |
| You saved | | 0.49 | |
| DSY CTIG CHS SM | V | 3.19 | F |
| You saved | | 1.00 | |
| DSY CTIG CHS SM | V | 3.19 | F |
| You saved | | 1.00 | |
| FC FZ BROCCOLI | VW | 1.25 | F |
| You saved | | 0.74 | |
| FC LARGE WHT EGG | VW | 1.99 | F |
| You saved | | 0.20 | |
| FC LARGE WHT EGG | VW | 1.99 | F |
| You saved | | 0.20 | |
| FCLB SE BROCC | VW | 1.25 | F |
| You saved | | 0.74 | |
| FCLB SE BROCC | VW | 1.25 | F |
| You saved | | 0.74 | |
| JFY CORN MUFFIN | V | 0.59 | F |
| You saved | | 0.10 | |
| JFY CORN MUFFIN | V | 0.59 | F |
| You saved | | 0.10 | |
| JFY CORN MUFFIN | V | 0.59 | F |
| You saved | | 0.10 | |
| JFY CORN MUFFIN | V | 0.59 | F |
| You saved | | 0.10 | |
| SWEET ONIONS | VW | 1.20 | F |
| 0.93Lb @ 1.29/Lb | | | |
| You saved | | 0.19 | |

| | | |
|----------|---------------|-----------|
| Tax-Code | Taxable-Value | Tax-Value |
| Tax 1 | 0.00 | 0.00 |
| Tax 2 | 0.00 | 0.00 |
| Tax 3 | 0.00 | 0.00 |

SUBTOTAL 20.26
TOTAL TAX 0.00

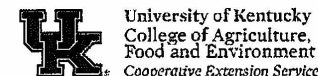
BALANCE DUE 20.26

Purchase \$ 20.26

| | | |
|------------|--------|--------|
| | 540312 | 530191 |
| | 20.26 | |
| Total | 20.26 | |
| PAGE TOTAL | 20.26 | |



University of Kentucky SNAP-Ed Food Demonstration Receipt Form



Date: Jan 2019

Name: _____

County: _____

Please select one:

Assistant Allotment

County Allotment

Reimbursement Rate Up To:
\$2.25 per participant

Remit To:

UK Nutrition Education Program
 1500 Bull Lea Rd Suite 130
 Lexington, KY 40511

| Receipt # | Vendor (Store) | Reimbursement Amount | Program Title | Name of Recipe | Number of Participants |
|------------|-----------------|----------------------|---|---|------------------------|
| | Example: Kroger | \$8.42 | Eating More Fruits | Strawberry Smoothie | 18 |
| Receipt #1 | Food City | 44.14 | Healthy drink choices and new salad options | Citrus Kale Salad, fruit water | 25 |
| Receipt #2 | Food City | 26.82 | "All about Broccoli" | Potato Broccoli soup Broccoli corn bread | 25 |
| Receipt #3 | Food City | 20.45 | "All About Broccoli" | Potato Broccoli Soup Broccoli cornbread | 20 |
| Receipt #4 | Food City | 18.06 | "New salad Ideas" <i>Jan. recipe</i> | Citrus Kale Salad <i>(handwritten)</i> | 45 |
| Receipt #5 | Food City | 20.26 | "All About Broccoli" | Broccoli corn bread | 40 |
| Receipt #6 | | | | | |
| Receipt #7 | | | | | |
| Receipt #8 | | | | | |

Print form and attach the original receipt(s) for food and paper supplies used for demonstration purposes as part of the UK SNAP-Ed Program.
 Write receipt# (from 1st column on the left side of this page) on the top of the original grocery receipt.
 Please **DO NOT** use highlighters on the receipts.

124.61



Hi

Thanks for sending your receipts. On the lesson, "All about Broccoli," for potato broccoli soup & broccoli cornbread, an item is listed as SD FS STR CONTNR (\$4.49). Please let me know what this item is. Note that sales tax will deduct on this receipt.

Once we have this information, reimbursement process continues. Please let me know if you have any questions.

Thanks,
Chris



Oops! I missed that it was also a county purchase. I purchased plastic containers (like tubberware, lol). I had to transport food 35 miles away to both with about 40 adults and we didn't have 4 large tubberware in the office. So, we need to take that 4.49 and add to the 5.99 county purchase as well. 😊 Sorry about that!

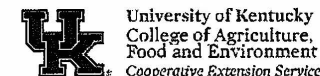
Ward, Christine

To:
Subject: RE: SNAP-Ed food demo and receipt

Thank you for the info. Sales tax will also deduct on this receipt; \$15.33 reimbursement.



University of Kentucky SNAP-Ed Food Demonstration Receipt Form



Date: Jan 2019

Name: _____

County: _____

Please select one:

Assistant Allotment

County Allotment

Reimbursement Rate Up To:
\$2.25 per participant

Remit To:
 UK Nutrition Education Program
 1500 Bull Lea Rd Suite 130
 Lexington, KY 40511

| Receipt # | Vendor (Store) | Reimbursement Amount | Program Title | Name of Recipe | Number of Participants |
|------------|-----------------|----------------------|---|---|------------------------|
| | Example: Kroger | \$8.42 | Eating More Fruits | Strawberry Smoothie | 18 |
| Receipt #1 | Food City | 41.14 | Healthy drink choices and new salad options | Citrus Kale Salad, fruit water | 25 |
| Receipt #2 | Food City | 21.02 | "All About Broccoli" | Potato Broccoli soup Broccoli corn bread | 25 |
| Receipt #3 | Food City | 20.45 | "All About Broccoli" | Potato Broccoli Soup Broccoli corn bread | 20 |
| Receipt #4 | Food City | 18.06 | New salad Ideas Van. recipe | Citrus Kale Salad (with nuts) | 45 |
| Receipt #5 | Food City | 20.26 | "All About Broccoli" | Broccoli corn bread | 40 |
| Receipt #6 | | | | | |
| Receipt #7 | | | | | |
| Receipt #8 | | | | | |

Print form and attach the original receipt(s) for food and paper supplies used for demonstration purposes as part of the UK SNAP-Ed Program.
 Write receipt# (from 1st column on the left side of this page) on the top of the original grocery receipt.
 Please **DO NOT** use highlighters on the receipts.

124.61

County SNAP-ED Food Demonstration Reimbursement

| Date | 540312 | 530191 | Fund |
|-----------|---------|--------|-----------|
| 1/15/2019 | \$44.14 | ✓ | Assistant |
| 1/16/2019 | \$15.33 | ✓ | Assistant |
| 1/16/2019 | \$26.82 | ✓ | Assistant |
| 1/22/2019 | \$18.06 | ✓ | Assistant |
| 1/29/2019 | \$20.26 | ✓ | Assistant |

| Totals | |
|--------|-----------------|
| 540312 | \$124.61 |
| 530191 | \$0.00 |
| | <u>\$124.61</u> |

Sub Total \$124.61 \$0.00

Total \$124.61

| | |
|------------------|------------------|
| Replacement Item | \$ - |
| Assistant Total | \$124.61 |
| County Total | \$0.00 |
| Recipe for Life | \$0.00 |
| <u>Total</u> | <u>\$ 124.61</u> |

| Assistant | |
|-----------|------------------|
| | \$124.61 |
| | \$0.00 |
| | <u>\$ -</u> |
| | <u>\$ 124.61</u> |

Payable to County Extension Service \$ 124.61 ✓

Lindsay J. Poore

2-10-19

Date

CW
pm

Smarter Lunchrooms Training

Register in KERS for in-service credit:

- TRAINING DATE: 5/7/2019
- TIME: 9:30 am EST to 4:30 pm EST
- LOCATION: Nutrition Education Program Office,
1500 Bull Lea Road, Lexington, KY 40511





2019 Agent Reinforcements

- Collapsible Measuring Cups
- Meat Thermometers
- Spatulas/Turners
- Youth Water Bottles
- Mini Footballs
- Measuring Spoons
- Jar Openers
- Gardening Gloves
- Farmers Market Totes
- Children's Activity Booklets

2019 Assistant Reinforcements

- Collapsible Measuring Cups
- Meat Thermometers
- Cutting Mats
- Collapsible Strainers
- Spatulas/Turners
- Youth Aprons
- Youth Water Bottles
- Mini Footballs



Thank You for your SNAP-Ed Programming!