## **How To Guide: Selecting Site**



We understand that currently all actions do not connect seamlessly to a Site or Intervention Setting.

We recommend for you to attempt to select these fields using the guidance below.

Again, FY18 is a learning year; please do your best in attempting to select the appropriate fields when it is not a site specific activity.

Action Type	Site	Intervention Setting*
Direct Education	-site will be the location of DE -only 1 site can be entered -site MUST be qualified and approved	-only 1 can be entered -specific to the strategy and activity of the intervention -select the one that is most relevant or major intent of the intervention
PSE (All Others, including Events)	-site will be the INTENDED target population or IMPACT -can be multiple sites -could also include the site/location	-only 1 can be entered -specific to the strategy and activity of the intervention -select the one that is most relevant or major intent of the intervention -select where the target audience experiences the intervention

## **Examples:**

Meeting/training: held a library and discussing farmers' market work nearby.

Site: Farmers' markets that will be impacted Intervention Setting: Farmers markets

Materials Distribution: delivered materials to a Food Bank, participants to receive in food boxes.

Site: Food Bank where materials are distributed

Intervention Setting: Food assistance sites, food banks, and food pantries

Event: at library promoting SNAP benefit acceptance at your local farmers markets

Site: Farmers market you are promoting

Intervention Setting: Libraries

**Social Media, Website, TV, Radio, & Online:** Intervention Setting will default to "Individual homes or public housing sites" for all online action types.

## Questions to ask when a site/s is not clear:

INTENT	Why did you choose this area/location?
	2) Why are you doing this project?
IMPACT	3) How does this connect other work?
	4) Who will this impact?