**Inputs**
- County obesity data
- Food access/ environment studies
- County’s capacity to identify coordinating agency
- County’s ability to provide evidence-based approaches for food service guidelines
- Federal & state food service policies
- Current federal & state food service guidelines

**Stakeholders**
- County’s ability to identify coordinating agency
- DPH coordinators, agency
- All County’s Dept. involvement in food purchasing, sales, or distribution
- Department employees, patrons, food distribution recipients
- Food Procurement Advisory Board
- Nutrition/health advocates
- Food Service vendors and retail outlet staff
- Policy champion
- Political will
- National obesity prevention efforts & media
- Fed. & state funding
- Organizational capacity of coordinating agency
- Support/ enforcement from County & Dept. leadership
- Material resources
- Data collection systems

**Activities**
- **Throughout process**
  - Engage public and partners
  - Raise awareness of problem & solutions
  - Educate decision-makers
  - Develop & disseminate media & promotional

  **1. Formulation (County govt)**
  - Prioritize obesity prevention through healthy food environments
  - Select policy approach: nutrition guidelines for new RFPs
  - Write evidence-based nutrition guidelines
  - Identify coordinating agency

  **2. Enactment (County govt)**
  - Engage policy maker champions
  - Engage County’s coordinators, County Dept. leaders, other stakeholders
  - Enact policy at County level

  **3. Implementation (Coordinating agency)**
  - Coordinating agency leadership informs other County Dept. of policy enactment
  - Interviews all County Depts. involved in food/bev. services to learn about existing food service contracts and food service needs
  - Develop work plan to support policy implementation by Coordinating agency
  - Works with each Dept. to incorporate new FSRs into RFPs
  - Hires vendors willing to comply with new FSRs
  - Provides training, TA materials to food service providers in County Depts. to facilitate policy adherence

  **4. Maintenance/ Modification (Coordinating agency)**
  - Conducts baseline and follow-up scans of food environment every 6 months
  - Provides quality improvement plans and TA to food service providers
  - Modifies implementation based on lessons learned and existing best practices

**Outputs**
- **Throughout process**
  - # public/Dept events
  - Awareness of link between healthy environments and obesity prevention
  - Type of promotional materials created & disseminated
  - Media stories about initiative
  - Publications to public, County Depts., decision-makers, other County govt.’s, and scientific community

**Enacted policy**
- Includes:
  - Nutrient content guidelines
  - Pricing, placement, and promotion guidelines
  - Coordinating agency authorization

**Reach**
- # and representativeness of County Dept. employees reached by policy
  - # and rep. of County residents reached by policy

**Adoption**
- # County Depts. incorporating new FSRs into RFPs

**Implementation**
- # interviews with County Dept. rep.
  - # consultations with County Depts. as they implement policy in their Depts.
  - #total food service vendors complying with new FSRs in each Dept.
  - #total food service venues complying with new FSRs in each Dept.
  - # implementation toolkits developed for specific food service settings
  - # assessments conducted by coordinating agency

**Maintenance**
- # environmental scans conducted by coordinating agency
- # quality improvement plans provided to food service providers
- # modifications recorded

**Outcomes/Effectiveness**
- Results or changes for individuals, groups, organizations, communities, or systems

**Short Term (1-3 years)**
- Environment supports healthy choices
  - Increased access and availability of healthy foods in County Depts. venues and programs
  - Price of healthy foods/bev. is equal or less than unhealthy options
  - Healthy options promoted and prominently placed
  - Menus indicate healthy options
  - Promotional events and materials emphasize healthy choices

**Intermediate (4-6 years)**
- Social Norms and Supportive Environment
  - County’s govt. venues become model healthy food environments for other organizations
  - Increased awareness of healthy food and beverage options
  - Demand for healthy food/bev. increases, while demand for less healthy options decreases
  - Food service vendors increase supply of healthy options & routinely comply with price and promotion guidelines

**Long Term (7-9 years)**
- Public Health Impact
  - Effective in achieving population-level improvements in BMI by increasing consumption of healthy foods and bev., while decreasing less healthy options
  - Equitable distribution of improvements across population subgroups, particularly those at greatest risk
  - Cost Effective in achieving improvements

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**Acronyms:**
- FSR – Food service requirements
- RFP – Request for proposals
- DPH – Department of Public Health
Potential process evaluation data sources:

- Human Resources records
- Client/customer records
- Food venue records of sales to estimate number of customers
- Needs assessment/interviews with County Departments involved in purchasing, distributing, and/or selling foods and beverages
- Evidence of relationships with decision/policy makers
- Public outreach materials
- County Department Food Service Contracts
- Coordinating agency’s work plan to support policy implementation in County Departments
- Records of trainings and technical assistance coordinating agency offers to County Departments
- Environmental scans, including scans of shops, cafeterias, and vending machines
- Quality Improvement Plans developed by the coordinating agency for County Departments
- Food purchase, production, and sale records if available
- Interviews with coordinating agency and with County Department representatives who oversee implementation in their Department
- Survey County Department employees to assess acceptability of new food and beverage options
- Survey food service providers to assess feasibility and cost associated with policy implementation

Potential outcome evaluation data sources:

- Environmental scans of environmental scans of County Department venues (baseline and follow-up) - find or develop a tool
- Tally of food items meeting nutrition standards
- Department of Health surveys and reports
- Interview/survey coordinating agency staff & County Department representatives
- Coordinating agency’s work plan to support policy implementation in County
- Review reports, publication, and list of partners/collaborators