

## OSNAP Action Planning Document—

This planning tool is designed to help your team set goals for healthier nutrition, physical activity and screen time at your programs.

- Begin by taking some time to discuss with your team what areas you'd like to work on at your program. Use the OSNAP
   Practice Assessment Areas for Improvement, tip sheets, and quick guides to identify the goals where you can make the most progress and find ideas for ways to take action.
- Next, choose at least 3 OSNAP goals that you'd like to work towards in the next couple of months on this front sheet. For instance, select the first goal you'd like to set by marking a "1" in the box to the left. There is one empty row in case you would like to address another nutrition or physical activity area at your program.

## **Choose Goals/Areas for Improvement**

Provide all children with at least 30 minutes of moderate to vigorous physical activity every day
Offer water as a beverage at snack every day.
Do not allow sugar-sweetened drinks to be brought in during program time
Limit computer and digital device time to homework or instructional only.
Offer 20 minutes of vigorous physical activity 3 times per week.
Do not serve sugar-sweetened drinks.
Eliminate use of commercial broadcast TV/movies.
Offer a fruit or vegetable option every day at snack.
When serving grains (like bread, crackers, and cereals, serve whole grains.
Do not serve foods with trans fats.



Now that you have set your goals, take some time to break down each goal into action steps. Please make sure to address the 3 types of action steps for each health goal. List any people you think need to be involved with each action step and set a target date for completion to help you prioritize each area for improvement. Also, record any possible barriers you anticipant and how you might try to overcome them.

- **Practice action steps** refer to changes that you can make during the day-to-day operations at your site. Examples might include, including more children in scheduled physical activity or offering water at the table during snack time.
- **Policy action steps** refer to changes that you can make to the rules and structure of the program. Examples might include, scheduling more daily physical activity time or including a ban on outside foods and drinks in the staff and family handbook.
- **Communication action steps** refer to ways you can communicate healthy information, practices or policies to families, program partners, and children. Examples might include distributing monthly health newsletters or using Food & Fun units.

Actions to reach Goal #1	People involved	Target date for completion	LC 2 Status	LC3 Status	End year Status
Goal #1 is:					
Practice Action Steps  • • • •					
Policy Action Steps  • •					
Communication Action Steps  • •					
Goal #1 barriers and strategies:	<u>'</u>				

Actions to reach Goal #2	People involved	Target date for completion	LC 2 Status	LC3 Status	End year Status
Goal #2 is:					
Practice Action Steps					
•					
•					
•					
•					
Policy Action Steps					
•					
•					
Communication Action Steps					
•					
•					
Goal #2 barriers and strategies:					

Actions to reach Goal #3	People involved	Target date for completion	LC 2 Status	LC3 Status	End year Status		
Goal #3 is:							
Practice Action Steps  • • • • •							
Policy Action Steps  • • •							
Communication Action Steps  • • •							
Goal #3 barriers and strategies:							

Actions to reach Goal #4	People involved	Target date for completion	LC 2 Status	LC3 Status	End year Status		
Goal #4 is:							
Practice Action Steps  • • • • •							
Policy Action Steps  • • •							
Communication Action Steps  • • •							
Goal #4 barriers and strategies:							