You may have heard about some REALLY EXCITING work that is going on in Minnesota. Food shelves are transforming into SuperShelves! SuperShelf transforms food shelves to provide a welcoming and respectful environment to access healthy food.

SuperShelf transforms food shelves, creating welcoming environments for communities to access appealing, healthy food. Using a multi-step systems change process, SuperShelf works with food shelves to:

- Create a food shelf environment that is client centered, promoting and respecting individual choice
- Increase access to a variety of healthy, culturally appropriate food
- Apply behavioral economic principles to promote healthy food choices
- Create an appealing environment by transforming the physical space
- Meet specific SuperShelf standards, methods, and values
- Make the healthiest choice the easiest choice for all

You can be a SuperShelf, too!

We are excited to announce that our team recently received an evaluation grant from the National Institutes of Health (NIH) to evaluate the impact on the SuperShelf transformation on clients’ diet and health. There are many “promising practices” for food shelves to create a health-and-nutrition focused food shelf, but it is currently not known whether devoting time and resources to these practices ultimately results in improvements for food shelves or the clients they serve. SuperShelf’s evaluation with the NIH will change that; this is a terrific opportunity to participate in an evaluation that will establish best-practices for Minnesota and beyond.

Visit us at: www.supershelfmn.org

SuperShelf was developed in partnership by HealthPartners, Valley Outreach, The Food Group, University of Minnesota Extension and Department of Family Medicine and Community Health
We are currently accepting applications from food shelves to participate in the SuperShelf Evaluation project. The project will transform 16 food shelves into SuperShelves over the course of the next three years, and will measure the healthfulness of food provided by food shelves and clients’ diet and health.

**Briefly, what would your participation in SuperShelf involve?**

- Dedication to transforming your food shelf with the support of SuperShelf consultants.
  - Modifying procurement practices
  - Meeting guidelines for stocking standards
  - Changing layout, flow and food categories to emphasize fruits and vegetables, whole grains, protein, and cooking foods
  - Enhancing the physical space with paint, shelving, signage, and small scale facility improvements
- $4,000-$6,000 to support the transformation and evaluation.
- Allowing University researchers to collect data to evaluate the impact of SuperShelf.

**Is the SuperShelf Evaluation project right for your food shelf?**

Broadly, we are looking for food shelves that are committed to the goals of the project. Therefore, the main criteria for participation are that the food shelf is dedicated to:

- Working alongside SuperShelf Consultants to implement Policy, Systems and Environment (PSE) changes. This includes increasing healthy food access and encouraging healthy food choices, providing culturally appropriate food, and an environment that promotes respect.
- Allowing University of Minnesota research staff to evaluate food shelf environment and client changes before and after the transformation (more details below)

In order to ensure that food shelves are capable of fully participating in the SuperShelf transformation activities, we also require that participating food shelves:

- Currently have a full choice-based food distribution model.
- Have a dedicated staff or volunteer who can commit at least 4-6 hours a month to supporting the transformation.
- Have potential to demonstrate improvement in client food selection after the transformation.
- Have a commitment to the [SuperShelf Mission, Vision and Values](#).

**If you meet the above qualifications, we encourage you to apply!**

**What does participation in the SuperShelf Evaluation involve?**

This project is a randomized-controlled study, which means that eight food shelves will be designated as “intervention” food shelves and 8 will be “control” food shelves. In the first year, we will be accepting applications from 8 food shelves. After agreeing to participate, food shelves will be randomly assigned to the “intervention” group or the “control” group. After the first year there will be another opportunity to apply. These second set of 8 will also be randomly assigned to the “intervention” group or the “control” group.
Important: The “control” group, is actually a delayed intervention group. These food shelves will get almost the same assistance and support as the intervention group, they are just being asked to wait one year to make the transformation.

Transformations and evaluations at each food shelf will occur over the course of several months. This project supports an array of services to 16 food shelves that are part of the SuperShelf curriculum:

- A SuperShelf Consultant who will work with you through the transformation process, providing technical assistance around new approaches for sourcing, layout and design of FS spaces, food placement and categories, graphics and more!
- Staff training of both paid staff and volunteers on food sourcing, nudging, positive messaging, client education, and communicating with donors.
- Feedback reports on the healthfulness of foods in your inventory, as well as training for developing procedures to monitor inventory on a continuous basis.
- Support to adopt a healthy food guidelines that pertains to healthy food procurement and culturally appropriate foods.

In addition, for participating in this Evaluation there are the following extra incentives for participating:

- $1,000 for signage printing to complete the visual transformation of the food shelf
- Up to $4,000 for intervention and $2,000 for control food shelves to support operational enhancements, such as refrigerators, painting, or shelving
- $1000 to thank food shelves for participating and allowing the evaluation team to collect data at the food shelves (to be used as the food shelf sees fit)

**What kind of evaluation will take place?**

The goal of the evaluation is to see whether the six step transformation process has an impact on the nutritional quality of food shelf inventory and client outcomes. Measures will be collected before and after the transformation, in all 16 food shelves. Specifically, at each food shelf, the evaluation team at the University of MN will measure:

- The nutritional quality of the inventory of the food shelf before and after the program
- Current policies and practices supporting nutrition at the food shelf

At each food shelf, before and after the program, the evaluation team will also recruit clients for the research study and ask their permission to collect information about:

- The foods they selected at their visit
- Their diet
- Demographics
- Chronic disease risk factors (e.g., physical activity, whether they have diabetes)
- Satisfaction with food shelf services

We will recruit 17 clients before and 17 clients after the transformation to participate in the study. Among the 17 “before” clients, we will ask for their permission to contact them again 1 year later to assess diet changes. We understand that, after 1 year, those clients may no longer be using the food shelf.

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Why is there a control group? What benefit does the control group get?

A randomized study is the best way to determine how effective these practices really are. This means that comparing intervention food shelves with control food shelves will allow us to show that it is the specific changes of the intervention that are creating the outcomes rather than outside factors that are influencing both groups of food shelves.

While control group food shelves must agree not receive any direct SuperShelf services for one extra year, they will receive a “delayed intervention” and will benefit from lessons learned and “what works” following the intervention. During the evaluation, control food shelves can still utilize outside resources and projects, just not any direct SuperShelf resources until their scheduled intervention time. This allows us to study the true impact of SuperShelf work.

What do you have to do to apply?

Please fill out the form at the end of this document and submit it by September 30th 2017 for consideration to participate in the first round of the SuperShelf Evaluation project. If you would like to a paper copy of the survey mailed to you, please contact Kate Grannon at youn1286@umn.edu or 612-625-7179.

Submit by mail to:
Kate Grannon
University of Minnesota
717 Delaware St. SE, Suite 166
Minneapolis MN, 55414

Submit by email to:
Project manager, Kate Grannon at: Youn1286@umn.edu

OR visit
https://redcap.ahc.umn.edu/surveys/?s=WJ9KARCNCF

What is the timeline?

<table>
<thead>
<tr>
<th>Action</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Request for applications released</td>
<td>Early August</td>
</tr>
<tr>
<td>Webinar on project and Q&amp;A</td>
<td>Late August</td>
</tr>
<tr>
<td>Due date for applications</td>
<td>Sept 30th 2017</td>
</tr>
<tr>
<td>Final Selection</td>
<td>November 2017</td>
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<tr>
<td>Data collection begins</td>
<td>Jan 2018 – Dec 2018</td>
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<tr>
<td>Transformation process begins</td>
<td>Rolling 2018 (after data collection begins at your food shelf)</td>
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</tbody>
</table>
Please submit your completed application for participation by Sept 30th, 2017. After the application deadline, the SuperShelf team will review all the applications for fit with the program. We will select 8 food shelves for the first round. There will then be a randomization process where 4 food shelves will be randomly placed into either the intervention, or delayed intervention (control). You will be notified by early December 2017 of your selection and group placement.

If not selected for the first round of participation, you will have the option to reapply for the second round in Fall 2018.

For more information, feel free to call the Principal Investigator Caitlin Caspi (612-626-7074) or Project Manager, Kate Grannon at 612-625-7179

Visit our website at: www.supershelfmn.org

If you are interested, please complete the SuperShelf Application Form and mail or email it to the Project Manager:

Kate Grannon
717 Delaware St. SE
Minneapolis MN, 55414
Email: youn1286@umn.edu
SuperShelf Evaluation Application

1. Name of your food shelf__________________________________________________________

2. Address of the food shelf ____________________________________________________________

3. Food shelf Employer Identification Number (EIN):_____________________________________

4. Your name__________________________________________________________________________

5. Your position________________________________________________________________________

6. Best phone number or email to contact you at___________________________________________

7. Average number of unduplicated households per month__________________________________

8. Number of hours food shelf is open a week______________________________________________

For questions 9 to 12 you must be able to answer YES to be selected.

9. Is the food distribution model at your food shelf full choice?

☐ Yes  ☐ No

a. Please describe the food distribution model at your food shelf

________________________________________________________________________

________________________________________________________________________

10. Does your food shelf have someone who can dedicate at least 4-6 hours per month to supporting the SuperShelf transformation?

☐ Yes  ☐ No

If YES, what is their role at the food shelf?__________________________________________

11. Is your food shelf committed to change in all parts of your food shelf system (eg. sourcing, layout) to increase access and influence choice towards health?

☐ Yes  ☐ No

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12. Do you have support from your food shelf leadership and Board of Directors?
   ☐ Yes
   ☐ No

   **If YES, Please submit a letter of support**

13. Have you done any significant work on **food sourcing** to increase the supply or variety of healthy foods at your food shelf?
   ☐ Yes
   ☐ No

   If YES, please describe:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

14. Have you done any significant work to reorganize your food shelf **layout by food group**?
   ☐ Yes
   ☐ No

   If YES, please describe:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

15. Have you done any significant work to increase the appeal of your food shelf using **signage**?
   ☐ Yes
   ☐ No

   If YES, please describe:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________

16. Have you done any significant work to create a food shelf **policy or guideline** regarding healthy food at your food shelf?
   ☐ Yes
   ☐ No

   If YES, please describe:
   __________________________________________________________
   __________________________________________________________
   __________________________________________________________
17. Please respond to the following questions in a narrative and attach as a separate document with this application (1 paragraph per question).
   a. Why you would like to participate in SuperShelf Evaluation?
   b. What motivates you to make changes at your food shelf?
   c. What are you most proud of about your client experiences at your food shelves?
   d. What do you think the biggest barrier to change in your food shelf is?

18. Please submit a photo or photo(s) of your food shelf as it looks today (can be emailed to youn1286@umn.edu with the name of the food shelf specified) or mailed back with this application.

To be considered for participation in SuperShelf Evaluation the following documents must be submitted:

   - This completed application document
   - Letter of support from Board of Advisors
   - Photos of your food shelf
   - Narrative

If you have any questions please reach out to Project Manager, Kate Grannon at youn1286@umn.edu or 612-625-7179