



# N-PEARS: SNAP-ED STATE PLAN PROCESS

1

**STATE AGENCY (SA) SETS UP  
IMPLEMENTING AGENCY (IA)  
USERS IN THE SYSTEM**

**SA COMPLETES PREREQUISITE  
MODULES 1-2**

- Module 1: Target Audience and Needs Assessment
- Module 2: SNAP-Ed Action Plan

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3

**SA AND IAs COMPLETE MODULES 3-6\***

- Module 3: Planned Projects and Activities
  - Module 4: Planned Evaluations
  - Module 5: Coordination and Collaboration
  - Module 6: Planned Staffing and Budget
- \*Modules may be completed in any order.

**IA REVIEWS THEIR PLAN AND  
SUBMITS TO SA**

4

5

**SA REVIEWS IA PLAN(S)**

- SA may request plan modifications

**SA COMPLETES FINAL REVIEW AND SUBMITS  
PLAN**

- The final plan includes the SA and IA plans for FNS Regional Office (RO) review

6

7

**RO REVIEWS PLAN**

- RO may request plan modifications for resubmission
- RO notifies SA that plan is approved



**Food and Nutrition Service**  
U.S. DEPARTMENT OF AGRICULTURE

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