### UNIVERSITY of CALIFORNIA cal fresh Nutrition Education

How-To-Stencil Guide

**Step 1**: Identify health behaviors the project intends to promote (PA, healthy eating, other). Identify how you will integrate activities your program is already providing at this site into the stencils (SLM, gardening, direct ed., CATCH, etc.). Discuss vision with site administrators and key staff and incorporate their vision.



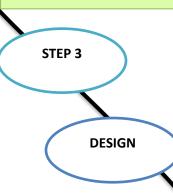
**Pre-step:** In general, a good timeline for a project is 3 months from start to finish. Make sure to set your paint dates in advance and check weather forecasts. Before getting started, read through the <u>Painting Preschool</u> <u>Playgrounds for Movement</u> guide developed by <u>California Department of Public Health</u>

STEP 2

**Step 2**: Once you know the purpose and vision collaborate with site staff and stakeholders to determine their <u>high priority needs</u>. Be creative with your design; incorporate educational opportunities and the sites' high priorities where appropriate. You may want to use Appendix A – Preschool Playground Design Assessment Tool from the <u>Painting Preschool Playgrounds for Movement</u> guide to help determine the stencil design.

**STEP 4** 

**Step 3:** Determine readiness of project site. Invite <u>all</u> staff, parents and key stakeholders to be part of the design and implementation, including janitorial staff. The number of painters needed depends on the design but try not to exceed 15 people at one time. Volunteers can include: staff, educators, administrators, parents, community members, and students/youth. An adult should supervise all youth volunteers. Post volunteer event opportunities in the newspaper or other social media sites.

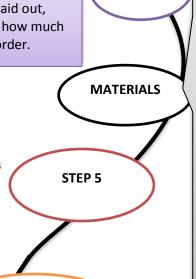


Design: Take measurements of the area that will be painted and develop a sketch of the playground stencil design in detail. Assessment: (optional) Complete the Pre Playground Stencil Assessment while observing the playground during free play.

**Step 4:** Determine what <u>materials and supplies</u> you need based on the design. Try to get donations and financial support from local paint and supply stores, teachers, the PTO, parents, and the community. Once the design is laid out, identify what colors you want to use, where the paint colors go and how much paint you need. The design will help to identify how much paint to order.

> **Step 5:** Complete the UC CalFresh <u>Stencil Project</u> <u>Request Form</u>. You will need to complete Steps 1-4 in order to fill out the request form. Allow 3-4 weeks turnaround time for the State Office to provide feedback on your request. See request form for additional information.

**Maintenance:** Paint more than one coat and ensure the coats are heavy. To minimize paint from fading over time, and to prevent major touch ups, paint in layers. Paint a minimum of two layers.



Materials: 1) Sketch of stencil project 2) Stencils: can be purchased or homemade 3) Paint: asphalt or curb paint recommended 4) Paintbrushes: 1-2 inch brushes recommended, such as angled sponge brushes 5) Sturdy containers to transfer paint (i.e. plastic bowls or large yogurt containers) 6) Clean up supplies: paper towels, rags, and wipes 7) Tarp (paint station) 8) Masking tape 9) Chalk (variety of

Funded through a joint agreement among the U.S. Department of Agriculture/Food & Nutrition Services (USDA/FNS), the California Department of Social Services (CDSS) CalFresh Branch, and the University of California Cooperative Extension (UCCE). These institutions are equal opportunity providers and employers.

MAINTENANCE

## UNIVERSITY of CALIFORNIA cal fresh Nutrition Education Stencil Project Checklist

# The checklist below should be used after submitting the <u>Stencil Project Request Form</u> and after approval has been secured.

#### **Preparing for Paint Day**

2 Weeks Before:

- Be sure you have site administrator approval
- Determine how volunteers will be helping and divide them up into different stations
- □ Have instructions written/drawn out for each station
- Develop flyers
- □ Notify the media of the event
- Post the event on the organization's website
- If the painting is stationed at a school, have the administration do an "all call" to families
- □ Buy and organize supplies
- Have a large design map for all to see and smaller design maps for the volunteers to get a visual

#### 1 Week Before:

- □ Send out flyers to families to attend event
- Optional: Complete the Pre Playground Stencil Assessment. If interested, please contact Angie Keihner at <u>akeihner@ucdavis.edu</u>.

#### 1 Day Before:

- Clean and prep, scrub the asphalt to remove dirt and debris
- □ Sweep the area clean before painting
- □ Chalk out the design/tape down the stencils

#### **Paint Day**

- Have a paint and cleanup station to prevent paint from getting on the ground
- When the volunteers arrive, have them sign up, wear a nametag, and sign a photo release form
- Provide a stencil-training demo for all volunteers
- □ Make sure the community and media attend
- Paint 1<sup>st</sup> coat in the AM, paint 2<sup>nd</sup> coat in the PM; if painting in a large area, you may need 2 paint days
- Paint the details last
- Let the paint dry for at least 12 hours before use
- Wrap up and cleanup; begin cleanup 30 minutes before the end of the predetermined time
- If You Plan 2 Paint Days:
- Paint second coat and additional details

#### After the Painting

- Provide a ribbon cutting ceremony for the organization and unveil the project
- Invite media, community leaders and officials to the unveiling after approval from site administrator.
- Demonstrate to teachers and students physical activities that can be used with the stencils
- Train the staff on how to use the playground to meet learning and physical education standards
- Optional: Complete the Post Playground Stencil Assessment. If interested, please contact Angie Keihner at <u>akeihner@ucdavis.edu</u>.
- Send the State Office pre/post photos and any success stories associated with the project

Funded through a joint agreement among the U.S. Department of Agriculture/Food & Nutrition Services (USDA/FNS), the California Department of Social Services (CDSS) CalFresh Branch, and the University of California Cooperative Extension (UCCE). These institutions are equal opportunity providers and employers.

### **10 Tips for a Successful Stencil Project**

- 1. The paint dries fast so always keep the lid on and out of direct sunlight.
- 2. Keep the paint on a tarp to prevent spills. If possible, have a paint station that is covered from the sun.
- 3. Don't buy expensive brushes: the brushes will be destroyed at the end of the day so do not waste your funding on expensive brushes. Use 2-inch paintbrushes to outline the stencil. Paint rollers are not recommended if you want precise outlines.
- 4. Just because there isn't a stencil does not mean you cannot do it! Be creative, homemade stencils made out of cardboard work just as well as plastic stencils. For example, to create a circle, a human protractor with string and chalk work great.
- 5. For adult led projects: chalk out the design first. For youth led projects: paint directly on the stencils. Chalking out the stencil and then painting results in straighter lines. Painting directly on the stencil can lead to smeared edges.
- 6. When painting the outline, stroke the paintbrush inward from the chalk line. Also, "close the gaps" on the stencils.
- 7. Remember to save the extra paint for the site to administer yearly touch ups as needed.
- 8. For the basic stencils, you will need 1 gallon of paint per color for the standard playground and should have paint left over for touch ups. For more detailed projects, such as those done free hand (i.e. murals on playground), you will need at least 1 gallon more of each color you are using. If mixing colors, you will need more white paint.
- 9. Keep weekly goals and a checklist to stay on track.
- 10. Meet with the director of the facility throughout the process; allow them to help determine activities that will enhance learning through movement.

Funded through a joint agreement among the U.S. Department of Agriculture/Food & Nutrition Services (USDA/FNS), the California Department of Social Services (CDSS) CalFresh Branch, and the University of California Cooperative Extension (UCCE). These institutions are equal opportunity providers and employers.