

Vendor Viewpoint Newsletter

January 2024

REAUTHORIZATION

Nevada WIC will be accepting applications for reauthorization for the October 1, 2024 – September 30, 2027 authorization period starting April 1. For reauthorization, vendors need to complete the 2024-2027 Application. The application will be available March 1, 2024 on the Nevada WIC website, and may be submitted after April 1, 2024.

Please be prepared with the following items to complete your application.

- Store structure (Corporation, LLC, Sole Proprietorship, Co-op, Partnership, Other)
- Bank information
- Insurance information
- Contact information (a valid, regularly checked email is a requirement)
 - General Manager
 - Store Manager
 - Operations
 - Newsletter distribution
 - Store Openings and Closing
 - Vendor Agreements
 - Corporate Contact
 - Regional/District Manager
 - Primary Bookkeeper
- Infant formula supplier (vendors must purchase formula from an authorized supplier.) The list of authorized suppliers is available on the website: <https://nevadawic.org/vendors/>
- Store chain information (if applicable)
- Other store information
- Current health permit
- Electronic Cash Register (EBT) form
- Store hours
- Square Footage

Applications must be received with all required information by April 30, 2024 to be considered for the 2024-2027 enrollment period. Late applications may see a lapse in service and will not be considered until after October 1, 2024. Every store MUST submit a separate application, even if they are part of a larger chain. If a corporate representative would like to collect all applications from their stores and send them together, that is allowed.

BREAD

Nevada WIC has been receiving complaints about the unavailability of 16 oz., whole grain bread. Please ensure compliance with the minimum stocking requirements of six loaves of 16 oz WIC approved bread at all times. As a reminder, sanctions are assigned to stores for failing to maintain minimum stock. Three (3) incidents of failing to maintain minimum stock may lead to termination of the Vendor Agreement, and a one-year disqualification. Vendors working with a bread wholesaler must add a 16 oz 100% whole wheat or whole grain bread to the order. Participants have also complained that many of the 20 oz and 24 oz breads previously available under a waiver during the pandemic are still marked with the shelf-tag “WIC Approved.” If your store uses shelf tags to identify WIC approved foods, ensure correct placement of shelf tags by utilizing the WIC Shopper App to scan items. If your store has a store brand, you may request adding it to the UPC database. A complete list of allowed breads can be found here: <https://nevadawic.org/vendors/upc-database/>

Select Category: Whole grains/bread and Subcategories: 100 % Whole Wheat Bread and 100% Whole Grain Bread to see all 33 options.



PRODUCE



Until produce mapping is completed for your store, please manually enter the PLU 4469 (if allowed by your store's system) for produce that does not scan as WIC Approved. This code is used only for fresh, bulk or prepackaged fruits and vegetables. Prepackaged products may not include any additional products such as salad dressing, dip, croutons, nuts, bacon

bits or anything not vegetables or fruit. All produce is approved with the exception of herbs or products with added ingredients and should be mapped to a PLU in the system.

RETURNING WIC FOODS

Remember, WIC foods may not be returned for cash. Foods may only be exchanged for the same product, and ONLY if the product is expired or damaged. If a participant asks for a refund on a product, the receipt must be carefully scrutinized to ensure that WIC did not pay for it. Any item listed on the receipt as WIC benefits redeemed may not be returned unless expired or damaged.

CASHIER QUESTIONS

Do WIC participants need to separate their WIC foods from non-WIC foods?

- No. The electronic cash register system will automatically total the WIC items if the WIC card was swiped PRIOR to any other card.

WE WANT TO HEAR FROM YOU!

Send your questions to:

DPBHWICVendor@health.nv.gov

Or

Nevada State WIC Program
400 W. King St. Ste. 305
Carson City, NV 89703

You can find helpful information about the Nevada WIC program requirements at:

<http://nevadawic.org/vendors>

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language) should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at:

<https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410; or
2. Fax: (833) 256-1665 or (202) 690-7442; or
3. Email: program.intake@usda.gov

This institution is an equal opportunity provider.

