

California WIC BPC Program RFF Application Submission Instructions

How to submit your RFF Application:

If you are emailing:

- RFF Application must be emailed to Paul.Smith@cdph.ca.gov with “BPC Program RFF 2012-13” in the subject line.
- RFF applications must be received before 5:00 pm on June 11, 2012. It is the responsibility of the applicant agency to verify that the emailed proposal was received. This verification must be made before the deadline.
- The Letter of Support (LOS) for your BPC Program can be scanned and emailed with the RFF application. The original LOS must then be mailed.

If you are mailing, shipping, or hand-delivering:

- U.S. Post Office, Fed Ex, or Private Carrier: RFF Application must be mailed to the address below and have a legible postmark from the U.S. Post Office or a private carrier dated on or before **June 11, 2012**. A postmark from a private, in-office metering machine will not be accepted.

California WIC Program
California Department of Public Health
P.O. Box 997375, MS 8600
Sacramento, CA 95899-7375
Attention: Paul Smith

- Hand-Delivery: RFF Application must be hand-delivered to the address listed below and date-stamped upon delivery before 5:00 p.m. on June 11, 2012.

California WIC Program
Department of Health
3901 Lennane Drive
Sacramento, CA 95834
Attention: Paul Smith

Late or incomplete RFF Applications will not be accepted.