

SECTION: CERTIFICATION

SUBJECT: Eligibility Requirements

ITEM: Commodities Supplemental Food Program

Policy

To prevent dual participation in supplemental food programs administered by the United States Department of Agriculture (USDA), the Local Agency (LA) serving applicants or participants in a county where the Commodities Supplemental Food Program (CSFP) operates shall conform to measures established by the State Program to prevent dual participation in both WIC and CSFP.

Required Procedures

The LAs in a county where CSFP operates shall verbally ask the WIC applicant or participant at certification if they participate in the CSFP.

- I. A WIC applicant or participant answering they are not a CSFP participant shall continue through the WIC certification process.
- II. A WIC applicant who states they are a participant in the CSFP shall be:
 - A. informed simultaneous participation is not allowed in both the CSFP and WIC programs;
 - B. offered a choice to continue participating in the CSFP or to receive WIC benefits;
 - C. informed they will not be eligible to enroll in WIC if they choose to remain in the CSFP; and
 - D. informed, if they choose to receive WIC services, that their enrollment in WIC will be placed on hold until they provide a notice of disqualification from the CSFP. A hold will also be placed in their file in the Integrated Statewide Information System (ISIS) preventing food instrument issuance until proof of disqualification from CSFP services is obtained.
- III. A WIC applicant who chooses to participate in CSFP shall be immediately deemed ineligible from WIC and does not require 15-days notice.
- IV. A WIC participant identified as participating in CSFP during their WIC certification period shall not be issued food instruments, nor allowed further participation in the WIC Program until proof of disqualification from CSFP is obtained.

- V. A WIC participant identified as a participant in CSFP during their WIC certification period who chooses to remain in the CSFP shall be immediately disqualified from WIC and does not require 15-days notice.
- VI. The LA shall also check the list of names provided twice per year by the California WIC Program against their participants and place a hold in the Integrated Statewide Information System (ISIS) on that family's ISIS record. The family will not be issued food instruments until it is verified by the LA whether the WIC participant is a participant in CSFP.

Authority

CFR 246.12 (f) and 246.4 (11) (iii)
All States Memorandum 00-62