

FFY 2017 Invoice Training Frequently Asked Questions

1. What are the minimum expenditure percentages needed for local agencies?

Each WIC local agency program is required to spend a minimum of 1/6 (approximately 18%) of Nutrition Service and Administration (NSA) funds on nutrition education activities per 7 CFR 246.14.

2. Are Regional Breastfeeding Liaison (RBL) costs restricted?

Yes, RBL costs are restricted and have a separate tracking page on the invoice.

As stated in the following link: [Updates and Frequently Asked Questions to the Contract Application](#).

3. Which funds are restricted and unrestricted?

The following funds are restricted:

- WIC MIS & Database Support
- Education Committee
- Breastfeeding Committee
- Training Committee
- eWIC Committee
- Regional Breastfeeding Liaison (RBL)
- Dietetic Intern Program
- Dietetic Intern Coordinator
- Regional Training Center
- Farmer's Market Nutrition Program
- Breastfeeding Peer Counseling

The following funds are unrestricted:

- Local Vendor Liaison (included with NSA funds)

As stated in the following link: [Updates and Frequently Asked Questions to the Contract Application](#).

4. What is the definition for Nutrition Education, Breastfeeding Promotion and Support, Client Services, and Administrative Services?

Nutrition Education

Individual and group education sessions provide information and educational materials to WIC participants. These are designed to improve health behaviors,

achieve positive change in dietary habits, and emphasize relationships between nutrition and health, all in keeping with a participant's personal, cultural, and socioeconomic preferences.

Breastfeeding Promotion and Support

Strategies, initiatives, and services that increase and advance the initiation and continuation of breastfeeding among WIC participants. These costs are addressed under regulations for Nutrition Education.

Client Services

All costs expended to deliver food, other client services and benefits. Examples of these costs are staff salaries and fringe benefits, issuance of food instruments, referral of participants to other health care and social services, etc.

Administrative Services

All costs (direct or indirect) generally considered overhead or management. These costs include those associated with WIC program monitoring, prevention of fraud, general oversight, and food instrument accountability.