

WIC and Peer Breastfeeding Support Grant Application Process Overview

11/2023

WIC Program Grant

- The Commissioner of the Minnesota Department of Health or the designated representative of the state WIC office, will send out a notice of WIC Program funds to each local agency and to other interested agencies.
- The notice will be published in the State Register and/or the Minnesota Department of Health website 30 days prior to the start of the application process.

Only one application is approved for each geographic area or special population. If two or more competing applications have the same priority, a sub-priority is assigned in the following order:

1. An agency that provides ongoing, routine pediatric and obstetric care, and administrative services.
2. An agency that provides either ongoing, routine pediatric and obstetric care, or administrative services through a written agreement with another agency.
3. An agency that provides ongoing, routine pediatric and obstetric care for women, infants, or children, or for participants not eligible for health services at the agency through a written agreement with private physicians.
4. An agency that provides ongoing, routine pediatric and obstetric care for all participants through a written agreement with private physician(s).
5. An agency that provides ongoing, routine pediatric and obstetric care through referral to a health care provider.

The priorities above are used for agencies which do not have poor performance records, as defined below. Those with poor performance records automatically receive a lower ranking. If all the competing agencies have a poor performance record, the grant will be awarded to the one with the best performance record overall.

Factors considered in judging a poor performance record including whether the agency has failed to:

- Respond to the written findings of the Financial Review or Management Evaluation within thirty days.

- Take corrective action in the areas identified by the Financial Review or Management Evaluation within six months from the date of the approval of the corrective action plan.
- Submit a Nutrition Education Plan or required revisions to the plan within the established time frame.

If additional information or revisions are needed to the application after it is submitted, a request will be made within 15 days of receipt. If two or more agencies have applied to serve the same geographic area or special population, a complete, correct application must be received within 15 days of the date of the request. If only one agency has applied, a complete, correct application must be received within 30 days of the date of the request. Applications which are not complete and correct at the specified deadlines will not be considered.

Upon receiving a complete application the state WIC office will send out written notice of approval or disapproval.

Once approved to administer the WIC Program, the local agency will be sent a written agreement with the Minnesota Department of Health. This agreement is included as part of the grant application process.

Peer Breastfeeding Support Program (PBSP) Grant

In conjunction with an application for the WIC Program Grant, an agency can apply for a PBSP Grant. To be eligible for a PBSP Grant, you must administer a WIC Program.

Due to limited funding, this is a competitive grant. Each application will be reviewed and evaluated by a team. Special consideration will be given to applicants that are able to provide breastfeeding support in special populations and/or geographic areas of the state that have unmet standards as well as applicants that are able to promote health equity and help reduce barriers. Applicants will be notified if selected or declined for funding. Once approved to administer both the WIC and Peer Program, the local agency will be sent a written agreement with the Minnesota Department of Health. This agreement is included as part of the grant application process.

Minnesota Department of Health - WIC Program 625 Robert St N, PO BOX 64975, ST PAUL MN 55164-0975; 1-800-657-3942, health.wic@state.mn.us, www.health.state.mn.us. To obtain this information in a different format, call: 1-800-657-3942

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