

Distribution of Funds**Policy No. NSA- 500.04**

Effective Date: October 1, 2016

No. of pages: 3

Policy

Georgia WIC accesses and distributes the WIC grant in accordance with 7 CFR §246.16, Distribution of Funds.

Purpose

This procedure identifies and describes processes for accesses and distributing the WIC grant.

Procedure

- I. Distribution and application of grant funds to Georgia from USDA
 - A. Georgia WIC shall use all grant funds only for the purposes of the WIC program. Georgia WIC executes an annual agreement with USDA and obtains approval of its State plan prior to the receipt of the current fiscal year grant.
 - B. USDA awards funding to Georgia WIC each year based on funding formulas used to allocate funds to all State agencies for both food costs and nutrition services and administration (NSA).
 - C. Transfers of funds between fiscal years
 1. Back spend authority

Georgia WIC may back spend prior fiscal year funds in accordance with 7 CFR § 246.16(b)(3) when necessary and circumstances permit. If analysis of the necessity and circumstances indicate the implementation of back spend authority, the Deputy Director of Program Administration will make a recommendation to do so.
 2. Spend forward authority

Georgia WIC may spend forward Nutrition Services and Administration (NSA) funds up to an amount of three (3) percent of its total grant (NSA and food grants) in any fiscal year. Georgia WIC may only use these NSA funds spent forward for NSA costs incurred in the next fiscal year. Funds spent forward must be the first funds expended by the state agency for costs incurred in the next fiscal year.

Upon prior approval by USDA, Georgia WIC may spend forward additional NSA funds up to an amount equal to 0.5% of its total grant for

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the development of a management information system, including an electronic benefit transfer (EBT) system in the next fiscal year

II. Distribution of funds to local agencies

- A. Georgia WIC will provide to all its contracted local agencies and contractors providing WIC services all funds awarded to Georgia except funding necessary to operate the State WIC Office (SWO) and pay for food costs funded directly by the SWO.

Georgia WIC does not advance local agencies funding. Local agencies are allocated budgets annually for planning and contracting purposes. Monthly, Georgia WIC reimburses local agencies the reported actual costs of operations in adherence with their allocated budgets.

- B. Since the SWO pays for food costs through food instrument redemption and contractors directly, Georgia WIC allocates no food funds to local agencies for food costs.

C. Annual Allocation

For each federal fiscal year (FFY), Georgia WIC will develop local assigned caseload targets. These targets are based on the prior FFY caseloads and adjusted for an appropriate targeted growth rate for the next FFY.

1. Local agencies that meet or exceed caseload targets using the current FFY four-month closeout, one month (30 day) caseload and one month (issued) caseload will be assigned a new target using the highest one-month participation.
2. Local agencies that do not meet caseload targets using the current FFY four-month closeout, one month (30 day) caseload and one month (issued) caseload will be assigned a six-month caseload target.
3. Each FFY, SWO establishes the amount of NSA funds to be made available to the local agency by the use of the following formulas:

a. Initial funding ÷ statewide caseload ÷ 12 months = Rate

b. Caseload x Rate x 12 months = Local Agency Allocation

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4. As additional NSA funds become available for local agency allocation, those funds will be allocated using the funding formula without an increase in assigned caseload.

D. Participant Cost Adjustment

SWO may assess Local Agencies a participant cost adjustment when they do not average their assigned caseload for the current federal fiscal year.

The adjustment will be based on the current FFY four-month closeout, one month (30 day) caseload and one month (issued) caseload. The adjustment is reflected as below:

Current FFY initial funding rate x current six month average participation x 12 months = Participant Cost Adjustment.

For Local Agencies that exceed their prior FFY assigned caseload, a participant cost adjustment will be allocated in the next FFY. This adjustment will be made based upon the availability of NSA funds and SWO discretion.

The adjustment is reflected as below:

Prior FFY initial funding rate x participation exceeding caseload x 12 months = Participant Cost Adjustment.

Authority

7 CFR § 246.16

Definitions/Supporting Information

(None)