



Memorandum

#14-127

TO: WIC Local Agency Directors

FROM: Amanda Hovis, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: November 7, 2014

SUBJECT: FSR/269A Reporting and FY 2015 Funding Amendments

Effective October 1, 2014, the WIC program is now requiring the submission of a separate quarterly Financial Status Report (FSR) form 269A for each special project billed. This will help maintain consistency when reporting expenditures for the state. In order to avoid any delay in the processing of your December vouchers please ensure a separate 269A is included for each voucher submitted (i.e. WIC funding, Peer Counselor funding, Registered Dietician, Lactation Services, etc.) A large number of agencies are already reporting in this manner.

We are now accepting request for funding amendments for FY 2015. Due to the upcoming regulation changes **this will be your only opportunity to request funding amendments for this fiscal year.** The new financial procedures do not allow for payment over contract as it has in the past. Please take the time to examine your total yearly expenditures against your potential earned income (based on your per participant rate) and submit your request accordingly. Items to consider are salary and/or fringe benefit increases, retirement buy outs, indirect costs, required clinic moves or alterations and any other large item expenditures that may come up throughout the year. Please note that this year's funding included a \$0.10 increase to the base rate as well as a higher estimated monthly participation to help cover any increase in participation that may come due to the upcoming statewide outreach campaign. All requests **must be received no later than November 21, 2014.** Please submit request to Benny Jasso at benny.jasso@dshs.state.tx.us.

If you have any questions or require additional information, please contact Benny Jasso, Local Agency Operations Coordinator at benny.jasso@dshs.state.tx.us ; 512-341-4573.