



Memorandum

14-053

TO: WIC Regional Directors
WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: April 25, 2014

SUBJECT: FY 2014 Additional Funding Request

Additional WIC State Office funding is available this fiscal year. If your agency has a need for these extra funds, please submit your written request by **April 30, 2014**. The request should include a detailed itemized list of the products and services you would like to purchase and the total estimated cost. The State Agency will consider the requests once received and will respond to Local Agencies by May 15, 2014. Because this funding is limited, all requests will be considered on a case-by-case basis.

This funding may be used for one-time/short-term expenditures such as (but not limited to) equipment, replenishment of supplies, infrastructure requests, and training. First consideration will be given to the following items (not necessarily in this order):

- The removal of sleds or poles left behind when the Space Net satellite dishes were removed. Please include number of sleds/poles that need to be removed along with the cost to remove each sled/pole.
- The cost of additional drops for Quick WIN. Please include number of clinic sites and number of additional drops per clinic, as well as the cost for individual drops.
- Printer Toner
- Infrastructure/Clinic Alterations
- Contract RDs – Please include the per-hour rate and the total number of hours to be requested.
- Contract PCs – Please include the per-hour rate and the total number of hours to be requested.
- Contract IBCLCs – Please include the per-hour rate and the total number of hours to be requested.
- Miscellaneous costs for Mother Friendly Workplace (MFW) compliance.
- Interpreter Services/Equipment
- NBF Travel

All items and services purchased must be encumbered or obligated in your accounting records before September 30, 2014 and received, paid, and billed by November 29, 2014 in accordance with *Texas WIC Policy AC:02.0*.

Request should be submitted to Benny Jasso, WIC Program, at benny.jasso@dshs.state.tx.us. If you have any questions, please contact Benny Jasso at 512-341-4573 or benny.jasso@dshs.state.tx.us.