



Application for Financial Support for Clinic Moving and Expansion

Background: The State WIC Program has historically provided limited financial support for local agencies who are moving or expanding clinics. Financial support may be used to purchase items such as scales, stadiometers, nutrition education materials, and furnishings, including furnishings that would make the clinic environment more trauma informed. Maximum amount of financial support cannot exceed \$5000.

Qualifying criteria: The local agency must be moving or expanding clinic operations.

Application process:

Step 1: Complete Part 1 of the application and send it to your assigned Nutrition Consultant.

Step 2: Receive approval from your Nutrition Consultant and purchase items. Invoices must be retained and available for future audits.

Step 3: Complete and submit Part 2 of the application detailing the actual cost of items purchased and a link to the items online.

Step 4: Reimbursement will be distributed via a future grant adjustment.

Part 1

Complete and send to your Nutrition Consultant prior to purchasing

Date of request: _____ Agency: _____

WIC Coordinator/Contact: _____

Description of clinic moving or expansion project:

Will items purchased be used by other non-WIC staff or programs? Yes No

If yes, enter staff or program(s) name: _____

When will the purchases be made: _____

Request submitted by: _____

Part 1 continued on other side - please include complete list of requested items

