



FARMERS MARKET NUTRITION PROGRAM (FMNP) 2016 MARKET MANAGER TRAINING

PUBLIC HEALTH
ALWAYS WORKING FOR A SAFER AND
HEALTHIER COMMUNITY



Training Outline

- Program Background
- What's New in 2016
- How FMNP Works
- Grower Application
- Market Application
- Starting the Season
- Handling Checks
- Civil Rights Requirements
- Reminders
- Contacts

Program Background

- **Two federal FMNP programs:**
 - ❖ Women, Infants and Children (WIC) FMNP;
 - ❖ Senior FMNP
- **Funding:** U.S. Department of Agriculture (USDA) and the State of Washington
- **Agencies:** Department of Health and Department of Social and Health Services
- **Collaborators:** Washington State Farmers Market Association, local WIC clinics, Senior Nutrition Providers, Area Agencies on Aging, growers, market managers and advocates

FMNP Goals:

- Provide fresh, nutritious, unprocessed, locally grown fruits, vegetables and cut herbs to WIC participants & low income seniors
- Expand awareness, use, and sales at farmers markets and authorized farm stores
- Provide nutrition information to WIC and Senior participants, such as the importance of fruits and vegetables in their diet and how to store and prepare them



WIC FMNP:

- Administered by the Washington State Dept. of Health (DOH)
- Part of USDA/Food and Nutrition Services
- Each WIC client can receive up to \$20
- 25,150 clients served in 2015

Senior FMNP:

- Administered by the Washington State Dept. of Social and Health Services (DSHS)
- Part of the USDA Senior Nutrition Program
- Each senior participant can receive up to \$40
- 21,991 seniors served in 2015

What's New in 2016

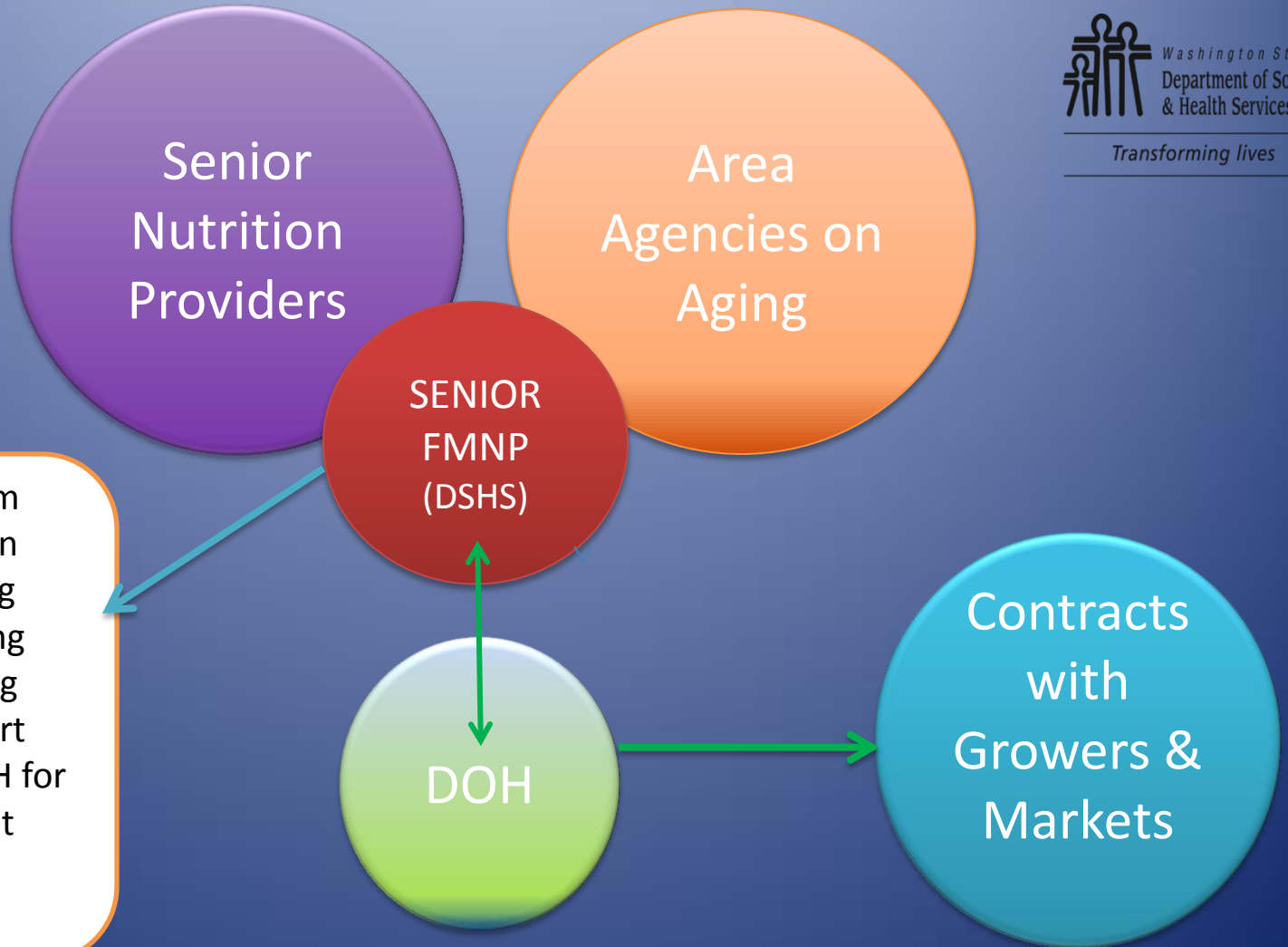
- All returning and new Growers must apply to participate
- Updated Grower agreement
- WIC Check design



How FMNP Works



How Senior FMNP Works



SFMNP Program Implementation
SFMNP Banking
Program Training
AAA Monitoring
Program Support
Contract with DOH for
Grower/Market
Functions

Grower Application

- Must produce a portion of the eligible foods they sell
- CANNOT exclusively sell produce grown by others
- Must locate farm store on the property where food is grown
- Will receive a Grower ID with the contract
- Will find the Grower ID in the upper right hand corner of their signed contract
- Refer to the WIC and Senior FMNP Information Manual for Market Managers and Growers at: www.doh.wa.gov/farmersmarket



Market Application

Returning Markets

- Must have at least five FMNP authorized growers selling at their markets each year
- Must redeem at least \$250 combined WIC and Senior FMNP food dollars annually
- Must have market manager or trained market staff on-site during operating hours
- New market managers must be available for training prior to the start of the FMNP season



Market Application

New Markets

- FMNP will consider a new market only if there is participant access need
- Must be in operation for at least one year prior to submitting an application
- Must have at least five FMNP authorized growers signed up to participate at their market
- Must have market manager on-site during operating hours
- Must have a market manager available for training prior to the start of the FMNP season



Starting the FMNP Season



- The FMNP season starts June 1, 2016
- Market managers will receive their Farmers Market Reports before the start of the season, via email
- If a grower is not listed on the report contact us
- Ask previously authorized growers not hang the FMNP sign until you receive confirmation they are authorized for the current season
- Assure authorized growers on your list display the FMNP sign and accept FMNP checks
- Let a new grower know they can apply and direct them to the FMNP website

Day 1

Check in with each grower:

- ✓ Are they on your FMNP report?
- ✓ Do they have a signed contract?
- ✓ Do they know their ID?
- ✓ Do they have a secure place for checks?
- ✓ Do they have a FMNP sign?
- ✓ If returning, can you provide them with season changes
- ✓ If new, when can you set up training?

June 1st



Displaying Signs:

- Make sure signs are well displayed for customers to identify them as authorized growers
- Let us know if you run out of signs at FMNPTeam@doh.wa.gov or 1-800-841-1410



Eligible Foods



What does eligible mean?

- Locally grown, unprocessed (except for washing), fresh fruits, vegetables and cut herbs
- “Locally grown” means Washington grown; or grown in bordering counties of Idaho or Oregon
- Locally produced honey can be purchased with the Senior FMNP checks only
- Honey growers must register and follow rules of the Washington State Dept. of Agriculture

Farmers Market Report

Name of the Farmers Market ID # 0000

Authorized Growers As Of 6/01/2016

Growers Count :7



Farm Name	Grower Name	Grower ID
ABUNDANTLY GREEN	HOLT, MARILYN	1234
DAVIS FARM	DAVIS, MARILYN	4567
FARMER AL'S PEONIES & OTHER FLOWERS	MOTTI, ALLEN F	8910
GNARLY GARDENS	KIRKHAM, HELEN	XXXX
GREEN SPOT FARM	RICHARDS, LESLIE & KAREN	XXXX
HAYTON ORGANICS	HAYTON, ANGELICA	XXXX
PHEASANT FIELDS FARM	JOHANSON, NIKKI	XXXX

Handling Checks

WIC FMNP (Pink)

WA State WIC Farmers Market Nutrition Program
Washington State Department of Health
P.O. BOX 47886 Olympia, WA 98504-7886

United Community Bank
Marietta, Georgia

64-1968
611

XXXXXXXXXX

First Day to Use	Last Day to Use
June 01, 2016	October 31, 2016

Pay to the order of:
Washington WIC FMNP Authorized Grower----- \$4.00
FOUR DOLLARS and no/100 ----- Tax Exempt

Grower: Stamp and Deposit this check by **November 15, 2016**
Stamping examples: Market ID 1234 5678 Grower ID
Farm Store ID 2000 5678 Grower ID

Stamp authorized 8 Digit FMNP ID here

- Farmers Market season: June 1, 2016 through October 31, 2016
- Use only for eligible fresh fruits, fresh vegetables, and fresh cut herbs
- Use only where the WIC and Senior FMNP sign is posted by growers at authorized Farmers Markets and Farm Stores
- Call for information: 1-800-841-1410

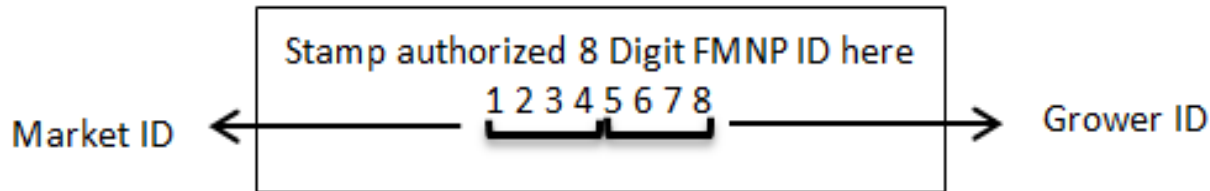
Senior FMNP (Bluish- green)

Coming soon

Handling Checks

Stamping Checks

- Stamper must have eight adjustable numbers



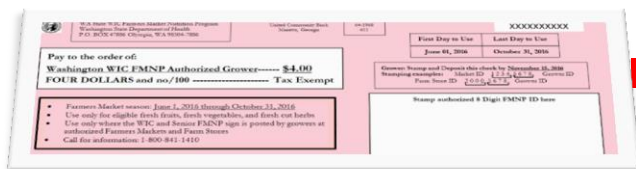
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- Stamp numbers in the blank stamp ID box at the bottom of the checks
- Stamp numbers clear and easy to read at the end of each market day

Handling Checks

- Both WIC and Senior FMNP are \$4
- Customers can buy any eligible food on the list
- Only customers using Senior FMNP checks can buy honey
- No change or token is given for FMNP checks
- Store FMNP checks in a safe place

FMNP Check




Handling Checks

Depositing Checks

- Growers can use the Banking Memo on our website (www.doh.wa.gov/farmersmarket) to show their bank they are authorized to deposit these checks
- Grower's banks:
 - May not recognize the FMNP checks
 - May not allow growers to deposit into a personal account
 - May charge fees for depositing checks over a maximum
- Must stamp all FMNP checks clearly, using the correct market and grower ID numbers. If not, checks will be rejected and will incur rejection fees
- **Must deposit all FMNP checks on or before November 15th 2016**

Handling Checks

Most Frequent Check Rejections

 WA State WIC Farmers Market Nutrition Program
Washington State Department of Health
P.O. BOX 47886 Olympia, WA 98504-7886

United Community Bank
Marietta, Georgia

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Grower: Stamp and Deposit this check by November 15, 2016
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Farm Store ID 2000 5678 Grower ID

Stamp authorized 8 Digit FMNP ID here

Stamp is not clear or is missing numbers

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Civil Rights Requirements



- Civil Rights definition:
 - No person shall on the basis of race, color, national origin, age, sex or handicap be excluded from participation, denied benefits, or otherwise be subjected to discrimination
- Offer FMNP participants the same courtesies as other customers
- Any FMNP participant, clinic staff, grower or market manager can file a complaint
- Detailed procedures and a complaint form are on our website:
www.doh.wa.gov/farmersmarket

Reminders

- Market and Grower application/contracts are online at:
www.doh.wa.gov/farmersmarket
- Applicants can request mailed copies if unable to access the Internet:
Call [1-800-841-1410](tel:1-800-841-1410)
- Fill out and sign the application/contract and mail to:
WA State Dept. of Health
Farmers Market Nutrition Program
PO Box 47886
Olympia, WA 98504-7886
- **April 1st** – deadline for returning Growers
- **May 1st** – deadline for new Markets
- **July 1st** – deadline for all New Growers
- FMNP Staff will send letters to growers with contracts ended Dec 2015

WIC FMNP Contacts



Katherine Flores

Program Lead

DOH

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or FMNPteam@doh.wa.gov

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Fax Line: 360-236-2345

Toll Free: 1-800-841-1410

Marie Hruban

Banking

DOH

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or FMNPteam@doh.wa.gov

Direct Line: 360-236-3710

Fax Line: 360-236-2345

Toll Free: 1-800-841-1410

Senior FMNP Contacts



Rosemary Biggins

Aging and Long Term Support Administration

DSHS

Biggire@dshs.wa.gov

Direct Line: 360-725-2466

Fax Line: 360-438-8633

Toll Free: 1-800-422-3263



Questions...

