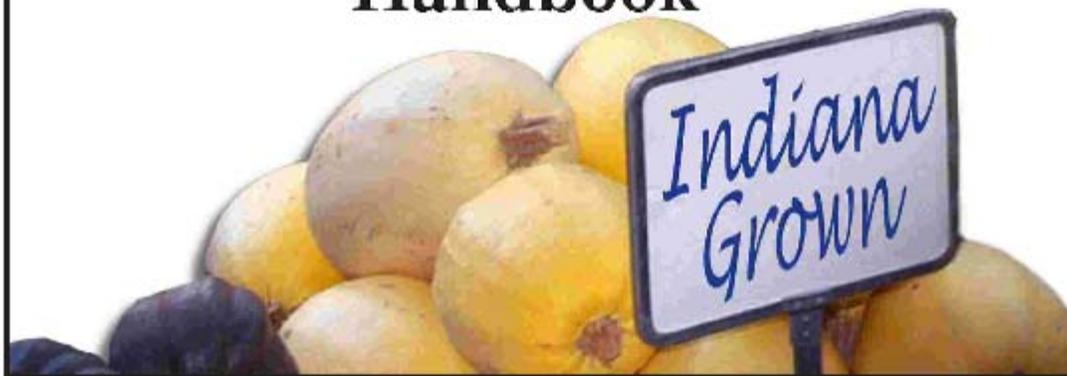




Indiana State
Department of Health



**The Farmers' Market
Handbook**



**2007
Farmers' Market Nutrition Program
May 1- October 31**

About WIC

The Women, Infants and Children's Program (WIC) is a supplemental food and nutrition program funded by the U.S. Department of Agriculture. WIC participants must have a nutritional need and meet income guidelines to participate in the Special Supplemental Nutrition Program for WIC. WIC services in Indiana are provided to more than 135,000 participants by 52 sponsoring agencies under contractual arrangements with the Indiana State Department of Health.

The supplemental foods available through the WIC Program provide nutrients such as protein, iron, calcium, folic acid, and vitamins A, C, and D, which are frequently lacking in the diets of women, infants and children at nutritional risk. Only foods meeting specified nutritional standards are provided through the WIC Program. These foods include infant formula, milk, eggs, cheese, juice, cereal, dried beans/peas or peanut butter, carrots and tuna. A WIC food prescription is supplemental and is not intended to be a complete diet.

A nutritionist or other health professional at the local clinic identifies a combination of foods tailored to meet the needs of each participant. Participants then redeem their food checks for these supplemental foods at authorized WIC retail vendors.

Nutrition education is provided to all WIC participants, including parents and guardians of infants and children, to ensure that the supplemental foods will be used properly. WIC participants who are also Farmers' Market Nutrition Program (FMNP) recipients receive nutrition education on how to improve and expand their diets by adding fresh fruits and vegetables, as well as educating them on how to select, store and prepare the fresh fruits and vegetables they buy with their WIC FMNP coupons.



What is the Farmers' Market Nutrition Program (FMNP)?

There are two separate programs that fall under the title of Farmers' Market Nutrition Program (FMNP): the WIC FMNP Program and the Seniors FMNP Program.

The WIC Farmers' Market Nutrition Program (FMNP) provides women and children participating in the WIC Program with checks to purchase locally grown fresh fruits and vegetables at local farmers' markets and farm stands. In order to participate in the WIC program participants must be low income and must have nutritional needs.

Signed into law on July 2, 1992, Public Law 102-314 authorizes the operation of the Farmers' Market Nutrition Program (FMNP) under the supervision of the United States Department of Agriculture Food and Nutrition Service (USDA-FNS). WIC FMNP checks can only be redeemed at authorized Farmers' Markets.

The Seniors Farmers' Market Nutrition Program (SFMNP) provides low income seniors with checks to purchase produce just like the WIC FMNP. This program is available to seniors over age 60 and designated disabled persons enrolled at select Area Agency on Aging programs in Indiana. Senior participants can go to any WIC FMNP authorized farmer at an authorized market or farm stand and buy produce using the SFMNP checks.

Established as a pilot in 2000, as of 2007, the SFMNP was transferred to USDA-FNS as a program under Senior Farmers' Market Nutrition Program regulations 7 CFR Part 249.

Benefits to Family Farms

- **Attracts a new customer base to farmers' markets.**
- **Promotes diversification on small farms by encouraging the production of locally grown fruits and vegetables.**
- **Helps local farmers receive a greater share of the family food dollars.**

Benefits to Participants

- **Provides participants with fresh fruits and vegetables to supplement their diets.**
- **Supports nutrition education by encouraging the selection and preparation of fresh fruits and vegetables.**

Who administers the Farmers' Market Nutrition Program?

The USDA-FNS and the State of Indiana provide funding for the operation of the Farmers' Market Nutrition Program. The Indiana State Department of Health, through the WIC Program, operates the Farmers' Market Nutrition Program. Nationally, forty-six states or Indian Nations participate in the WIC/Seniors Farmers' Market Nutrition Programs.

Who qualifies to receive FMNP checks?

In order to receive checks to buy fruits and vegetables, a participant must:

-Live in or adjacent to a county where a local farmers market is approved to accept FMNP checks or an adjacent county.

-Women and children over the age of 6 months, or who will turn 6 months by October 1, participating in one of the WIC Farmers' Market Programs, will receive 6 (six) checks during the 2007 market season. The maximum value for each check is \$3.00.

-Seniors participating in the Senior FMNP may receive a maximum of 2 (two) sets of 6 (six) checks during the season. The maximum value for each check is \$3.00.

Farmers' Market Nutrition Program Facts

In 2006, 37 counties participated in the WIC FMNP

**Allen County,
Bartholomew
County,
Cass County,
Clark County,
Crawford County,
Decatur County,
Delaware County,
Elkhart County,
Floyd County,**

**Fulton County,
Gibson County,
Grant County,
Hamilton County,
Harrison County,
Hendricks County,
Howard County,
Jackson County,
Jefferson County,
Jennings County,**

**Johnson County,
Knox County,
Kosciusko County,
Lake County,
LaPorte County,
Lawrence County,
Marion County,
Monroe County,
Orange County,**

**Porter County,
Ripley County,
Scott County,**

**St. Joseph County,
Tippecanoe County,
Vanderburgh
County,**

**Wabash County,
Washington County,
and Whitely County.**

In 2006 Indiana WIC participants spent \$349,236.00 at local farmers market using WIC FMNP Checks. This was an increase in dollars spent in 2005 (\$341,379.00).

In 2006 there were 37,216 women, infants and children who were given checks to spend at the markets with a break down of 4,699 infants, 20,041 children, 12,506 women. These participants used 116,412 checks at local markets.

Farmers Market Nutrition Program (FMNP) Definitions

Eligible foods- Fruits, vegetables, and edible herbs (locally grown) that may be sold using FMNP checks, 2007 WIC FMNP checks will be green, and Senior FMNP checks will be gold. See page 19 for a complete list of eligible foods.

Farm Stand- A permanent location dedicated to the sale of a farmer's produce and goods to the public that is under the ownership of one farmer, a partnership of farmers, or a non-for-profit cooperative.

Farmers Market- A permanent location, often outdoors, where several farmers gather to sell produce and goods to the public and is under set management with rules and requirements for farmers who participate.

Ineligible foods- Food and non-food items that may not be sold for FMNP checks. See pages 10-11 for a brief list of ineligible foods.

Locally grown produce- Produce that has been grown within Indiana or an adjacent state's bordering counties.

Authorized Markets and Farm Stands

In order to make access to fresh fruits & vegetables easier for WIC and Senior participants, Indiana will authorize farmers to accept WIC and Senior checks at farm stands as well as at farmers' markets for 2007. Every farmer intending to participate in the FMNP must belong to an authorized farmers' market or authorized farm stand.

WIC FMNP Authorized Markets must have:

1. A market master or representative who completes the Market Application every three years and serves as a contact person for the state FMNP.
2. 3-4 produce vendors/farmers willing to participate in the FMNP, complete a farmer application, attend training (unless already an authorized farmer), and follow the WIC FMNP rules and regulations.
3. Defined days and hours of operation at a permanent location.

Authorization of **farm stands** is based on need in a particular area where no or few farmers' markets are located. Farm stands can be authorized in these areas so that WIC and Senior participants have opportunity to use their FMNP checks. Authorized farm stands that consistently do little or no FMNP business (less than \$50 a season) will not be reauthorized. The lack of business (selling less than \$50 of eligible produce to participants) demonstrates that the need for that farm stand does not exist.

Farm stand authorization will be *considered* under the following conditions:

WIC FMNP Authorized Farm Stands must:

1. Have a representative complete the farm stand application every three years and serve as a contact for the state FMNP.
** This representative must also complete the farmer application, be authorized as a farmer, and follow farmer requirements. **
2. Be located in Indiana, in participating counties and be at least five (5) miles from the nearest authorized farmers market.
3. Grow a majority (51% during a season) of the produce (fruits, vegetables, and edible herbs) they offer for sale. The 51% majority may include: produce grown by the farmer, produce grown under the direction of the farmer and produce grown under a cooperative program. Produce not grown in this manner (no more than 49%) must be purchased directly from another farmer who grows locally. Individuals who exclusively sell produce grown by someone else, such as wholesale distributors, cannot be authorized to participate in the FMNP.
4. Grow and offer for sale a variety of FMNP eligible fruits, vegetables and edible herbs.
5. Have a permanent location dedicated to the sale of a farmer's produce and goods.
6. Have defined hours of operation which must be posted.
7. Have a full time attendant present during hours of operation.

FARMER ELIGIBILITY REQUIREMENTS AND APPLICATION

The Indiana FMNP does not restrict the number of farmers that can be authorized for the FMNP or require that the farmer reside within the same county where the farmers' market is located in order to be eligible for authorization. Authorized farmers that consistently do little or no FMNP business (less than \$50 a season) will not be reauthorized. The lack of business (selling less than \$50 of eligible produce to participants) demonstrates that the need for that farmer does not exist. A farmer is required to:

- **Reside within Indiana or in an adjacent county that borders Indiana.**
- **Grow a *majority* (51% over the season) of the produce (fruits, vegetable, and edible herbs) they offer for sale.** The 51% majority may include: produce grown by the farmer, produce grown under the direction of the farmer and

produce grown under a cooperative program. Produce not grown in this manner (no more than 49%) must be purchased directly from another farmer who grows locally. Individuals who exclusively sell produce grown by someone else, such as wholesale distributors, cannot be authorized to participate in the FMNP. A market's rule allowing brokered items does not affect this requirement.

- **Ensure that at the beginning of each market day that locally grown fruit and/or vegetable products are displayed and offered for sale in the vendor's farmers' market stall.** Locally grown is defined as grown within Indiana or an adjoining state's bordering counties. If non-locally grown fresh fruits and/or vegetables are also displayed, a minimum of 20% of FMNP eligible products must be available and must be clearly marked as locally grown or WIC eligible. Only locally grown fruits, vegetables and edible herbs can be sold for the FMNP checks.
- **Complete and sign the "Application and Agreement for Farmers to Participate in the WIC Farmers' Market Nutrition Program (FMNP)" and return it to the address below.** The Application Agreement section outlines responsibilities as a farmers' market vendor. This agreement is required. An "Application and Agreement for Farmers to Participate in the WIC Farmers' Market Nutrition Program (FMNP)" is valid for a three-year period (starting in 2007). Farmers who submit completed applications, meet the criteria of the program, and receive a signed agreement by the Indiana WIC Director will be authorized to accept WIC FMNP checks.
- **Upon initial authorization or prior to the opening of Market Season, new farmers are required to attend a brief training session, which is designed to answer questions and explain how to redeem checks.** Farmers who have participated in the past can use this handbook as the required annual training. New farmers can also receive training through their market master or manager.
- **Post the WIC FMNP vendor stall sign at the farmer's stand at the Authorized Farmers' Market.** This helps WIC families identify authorized vendors.
- **Only accept WIC and Seniors FMNP checks at WIC FMNP authorized markets or authorized farm stands.**

A Vendor Agreement with the State does not guarantee that a vendor may participate in the FMNP. Participation rests with the farmer's compliance to the locally governed farmers' market rules. It is essential that contact be made with the Market Manager or market sponsor for information as to eligibility requirements and the local market rules. The FMNP checks are to be used only at **AUTHORIZED** farmers' stands and at authorized farmers' markets by authorized farmers. Authorized farmers **may not**

redeem checks outside of the authorized farmers market and/or authorized farm stand, i.e. at their personal farm stand (not authorized) or at an unauthorized farmers' market.

If you meet the eligibility requirements and agree to follow the operational rules (see pages 10-12 for a complete list of rules), complete an application and return it to the Indiana State WIC Office for authorization.

**Farmer's Market Program
2 North Meridian Street
Section 2J
Indianapolis, IN 46204**

1-800-522-0874

Farmers Training

Farmers play a vital role in the FMNP. It is important for each vendor to maintain current knowledge of how the program operates. All farmers are required to receive training prior to authorization to participate in the FMNP.

Option One: Attend a training session that is scheduled several weeks prior to the opening of the Farmers' Market. The sessions will provide the opportunity for issues to be clarified and questions to be answered.

Option Two: Read this handbook that is updated annually and discuss any questions or concerns with your market master or manager or contact the WIC FMNP Coordinator. The farmer, whose name is on the contract, **is responsible** for training anyone else acting on his/her behalf.

If FMNP questions arise, or some aspect outlined in the Farmers' Market Handbook is unclear, it is recommended that you contact the State FMNP staff for clarification at 1-800-522-0874. You may also contact the local WIC office coordinator.

Upon receiving a signed agreement from the State, the farmer will receive 1) an identification number stamp to use on checks submitted for payment and 2) a vendor stall sign. A farmer is not authorized to accept checks until both of the above are in his/her possession. Both of these items are valid until replaced by the State.

ROLE OF THE MARKET MASTER

The Market Master is the person in charge of the Farmers' Market.

The Market Master completes an “Application and Agreement for A Farmers’ Market Nutrition Program (FMNP) Indiana Market” to have their farmers’ market authorized to participate in the program and returns it to the address located on page 8. The Application Agreement section outlines the responsibilities as a market master to ensure the Farmers’ Market will follow federal regulations. This agreement is required by USDA and is necessary before the Farmers’ Market is approved. A “Farmers’ Market Nutrition Program (FMNP) Indiana Market Application and Agreement” is valid for a three-year period (starting in 2007).

- Assists the state and local WIC offices in helping local farmers learn how they may participate in the FMNP.**
- Attends a training session with the farmers who are participating in the FMNP.**
- Provides the WIC office with the bylaws of the farmers’ market.**
- Assists the state in training new farmers on the FMNP program.**
- Assists the state and local WIC offices in communication and training for farmers.**

How do WIC Participants redeem checks?

A WIC participant may redeem checks only at farmers’ markets authorized by the State of Indiana WIC Office. In 2007, approximately **57 (fifty-seven)** farmers’ markets will be approved to redeem FMNP checks. Only authorized farmers will be able to redeem checks.

When a WIC participant uses the WIC FMNP check(s) at the farmers’ market, the farmer will have the participant sign the check(s). The farmer must stamp the check(s) with their assigned vendor number and endorse the check on the back prior to depositing the check in their bank. WIC participants must use the FMNP checks before October 31, 2007. The farmers must deposit the checks in the bank no later than November 7, 2007.

The FMNP Check Transaction Process

1. Have the WIC participant sign the check. Compare this signature to the signature on the WIC ID folder.
2. Do not give the WIC participant any cash/change. Farmers may assist FMNP

- participants to maximize the use of their FMNP checks by offering additional FMNP fruits and vegetables if the total purchase is less than the FMNP check.
3. Stamp the check with your vendor number.
 4. Deposit the FMNP check in your bank after endorsing it on the back.
It must be deposited prior to November 7, 2007.

INDIANA FMNP Rules and Regulations

Compliance with the following rules and regulations is **required** of all FMNP farmers.

1) FMNP Authorized Farmer Stall. The authorized vendor must post the **FMNP stall sign to help participants identify vendors who can accept checks.** Non-locally grown fresh fruits and vegetables cannot be displayed or offered for sale unless the FMNP eligible produce is clearly marked as locally grown. A contracted farmer may operate other farmers' market stalls independent of the FMNP stall. It is permissible to display ineligible items as long as approximately 20% locally grown fresh fruits and vegetables are displayed at the beginning of the farmers' market.

2) Void Dates. FMNP checks are to be used by WIC participants before **October 31, 2007.** Authorized farmers must deposit all FMNP checks accepted during the Program season before November 7, 2007. The FMNP season is from May 1, 2007 to October 31, 2007.

3) Eligible Foods/ No exceptions

Only fresh, unprocessed, locally grown fruits and vegetables shall be purchased with FMNP checks. Eligible foods may not be processed or prepared beyond their natural state except for the usual harvesting and cleaning processes. Locally grown shall mean that the product was grown in Indiana or in an adjacent county that borders Indiana. Unusual fruits, vegetables or edible herbs not listed, may be sold with the permission of the State FMNP director. If a vendor or the local WIC office has a question regarding the eligibility of an item, contact the State WIC office. The Market Manager of the farmers' market may contact the State for you. The list of eligible fruits and vegetables is listed on page 19.

4) Ineligible Foods. Prohibited purchases with FMNP checks shall include, but not be limited to:

- a. Non-locally grown fresh fruits and or/vegetables.
- b. Processed fruit or vegetable products such as jams, jellies, syrups, popcorn, juices/ciders, and baked goods of any kind, including fruit pies and breads.
(Processing includes anything other than the normal harvesting and cleaning of

produce.)

- c. Other ineligible items shall include, but is not restricted to: dried beans/peas, flowers, honey, eggs, ornamental corn, miniature pumpkins, gourds, nuts, and plants.

5) Valid FMNP Checks. FMNP checks shall be accepted only by an authorized farmer or his employee/family member for the purchase of eligible foods. WIC participants will present FMNP checks after selecting the items they wish to purchase. Have the participant sign the appropriate number of checks to pay for the purchase. **Compare** the signature on the FMNP check with the signature on the **participant's WIC ID folder**. The final step in validating a check is to stamp it with your vendor stamp. This may be done any time prior to when it is submitted to the bank for deposit. Checks containing all necessary information may be deposited in the bank for payment. **Important: You must have a WIC or Seniors FMNP Participant's Signature in order to receive payment for the check.** It may be difficult or impossible to locate the participant later, so it is critical to get the signature when the participant is present and you are accepting the check.

6) Payment. FMNP checks may be deposited any time after the participant signs the checks, and it is stamped and endorsed by the farmer. However, for program data, it is preferred that checks be deposited at least once a month. All checks must be deposited in the bank no later than November 7, 2007.

7) No Cash, Change, Credits or Refunds. FMNP checks are never to be exchanged for cash. Change, credits, or refunds are never to be given to a customer using only FMNP checks. You **do not** give change if the purchase price is under \$3.00. Participants using a combination of checks and cash may be given change up to the amount of cash used. Any purchase for more than the amount of the FMNP check(s) must be paid by the participant. A WIC participant may use a combination of checks and cash to make their purchases. Farmers may assist FMNP participants to maximize the use of their FMNP checks by offering additional fruits and vegetables if the total purchase is less than the FMNP check. **In addition, a FMNP Farmer is prohibited from cashing FMNP checks accepted by a non-authorized farmer**

8) Mark or post current prices clearly either on the foods or on a sign next to or in front of foods.

9) No sales tax should be charged for FMNP purchases.

10) Nondiscrimination FMNP farmers shall maintain nondiscriminatory sales transaction procedures, including, but not limited to acceptance of FMNP checks in the same manner as required of all customers using personal checks.

“In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, religion, political beliefs, or disability.

To file a complaint of discrimination write:
USDA, Director, Office of Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

Phone

(800)795-3272 (voice) or (202)720-6382 (TTY)
USDA is an equal opportunity provider and employer.”

In accordance with state law, this institution is prohibited from discriminating on the basis of religion. To file a complaint of religious discrimination, write to:

Indiana Civil Rights Commission
Indiana Government Center-N103
100 North Senate Ave.
Indianapolis, IN 46204

11) Participant and Farmer Complaints

FMNP farmers must refer all WIC participants who have complaints about the farmers' market to their local WIC office or State WIC office. They may contact the Indiana WIC FMNP coordinator at 1-888-364-7313. WIC Farmers and Market Masters who have complaints about the WIC FMNP program may also contact their local WIC office or State WIC office.

Complaints about civil rights violations should be directed to:
USDA, Director, Office of Civil Rights
1400 Independence Avenue, SW, Washington, D.C. 20250-9410

Phone (800) 795-3272 (voice) or (202) 720-6382 (TTY).

To file a complaint of religious discrimination, write to the Indiana Civil Rights Commission, Indiana Government Center-N103, 100 North Senate Avenue, Indianapolis, IN 46204.

11) Program Violations. FMNP farmers who do not comply with Program rules will receive notification by the Indiana WIC Program at the Indiana State Department of Health. Failure to adhere to Program regulations can result in non-payment or even disqualification from participation in the FMNP.

Program Monitoring/What is vendor monitoring?

A WIC representative will visit local farmers' market on various farmers' market day(s) to identify any problems or misunderstandings as well as to determine if additional guidance may be needed by farmers' or WIC participants. If noncompliance of program rules is discovered, the non-compliant authorized vendor will be notified in writing by the State WIC office. "Compliance buys" will be used as a means of identifying farmers who violate the program requirements by overcharging, providing change, selling unauthorized foods, and/or providing non-food items in exchange for FMNP checks.

Penalties for Program violations

Farmers identified and documented as having violated the program rules will be sanctioned. A sanction schedule is included in "Violation and Sanctions". In addition, if fresh fruits and vegetables are displayed and/or offered for sale in an authorized vendor stall and the point-of-origin is in question (whether or not it is locally grown produce), an on-site inspection of the production area may be conducted by FMNP staff. If an inspection is required, the authorized vendor will be required to comply with the following:

1)When produce is declared to have been grown by an authorized vendor, he/she shall provide directions to the growing site, and grant permission for FMNP staff to conduct an inspection of the site.

2)When produce is purchased for resale or on consignment from another local producer, valid records containing the following information: name, address, and phone number of the producer; date of purchase or consignment; location of the growing site; and quantity of each item purchased or consigned shall be presented upon request.

Violations and Sanctions

Class I violations will result in a warning letter from the State WIC office to the grower.

Class II violations will result in an official written citation of non-compliance from the State WIC office to the grower.

Class III violations will result in a suspension and possible disqualification from the Program.

Class I Violations

- 1. Failure to appropriately display the vendor FMNP stall sign.**

Class II Violations

- 1. Noncompliance with FMNP rules and procedures as outlined in the Vendor's Handbook or Vendor/State Agreement, which are not specifically identified as Class I or III.**

- 2. Abusive treatment of WIC participants, family and WIC staff (i.e. verbal, and other).**
- 3. Accepting FMNP checks at a location other than an authorized farmers' market.**
- 4. Not identifying non-locally produced fresh fruits or vegetables for sale at a FMNP identified stall.**
- 5. 2 (Two) Class I violations will result in a Class II violation.**

Class III Violations

- 1. Failure to permit or comply with procedures regarding inspection of evidence when local production is in question.**
- 2. Accepting FMNP checks for non-locally grown fruits and/or vegetables or other ineligible items.**
- 3. Cashing FMNP Checks for a non-authorized vendor.**
- 4. Charging WIC participants more than the posted price for any item charging for items not received or participating in other discriminatory practices.**
- 5. Continued participation in the FMNP during a period of suspension, including acceptance or evidence of intent to accept FMNP checks.**
- 6. Physical abuse of WIC participants, family, and WIC staff.**
- 7. Two Class II violations result in a Class III violation.**

Suspension

Suspensions will be in force for a maximum of 15 days and will be used to insure the vendor has adequate time to appeal Class III violation notices. If the event leading to the suspension is substantiated, the vendor will be automatically disqualified at the conclusion of the suspension period. If the event leading to the suspension is not substantiated the suspension is immediately lifted (could be less than fifteen days). During the period of suspension, the cited vendor will refrain from participating in the FMNP including at other markets within the state.

Disqualification

Disqualification shall follow the suspension period if a Class III violation is substantiated. The disqualified vendor is required to return his/her vendor ID and stall

sign(s) to the State WIC Office within 15 days of receipt of the disqualification notice. A vendor that has been disqualified at any point in the season will be disqualified from Program participation for the remainder of that season and the following full season. At the conclusion of any disqualification period, the vendor may reapply for authorization. Upon reauthorization, the vendor will serve in a probationary status for one full Program season. Any single substantiated Class II or Class III violation obtained during the probationary period will serve as grounds for automatic disqualification.

Vendor Farmer Rights/Appeal Procedure

The WIC FMNP program provides vendors/farmers certain rights, which include:

1. The right to voluntarily withdraw from the WIC FMNP Program except if it is to avoid disqualification resulting from violations of the Sanction Schedule.
2. The right to file a complaint against a WIC participant or other WIC vendor/farmer.
3. The right to receive advance notice of a suspension, termination, or non-approval.
4. The right to request a hearing on an adverse action allowable under CFR 246.18.
5. The right to be represented by counsel.

A written request for appeal must be sent to the WIC Director, Indiana State Department of Health, 2 North Meridian St., Section 2-J, Indianapolis, IN 4204 within 15 days of your receipt of a notice of disqualification, suspension, or non-approval. Hearings will take place in Indianapolis before an Administrative Law Judge. Hearings will be conducted in an informal manner during which the vendor/farmer and the WIC FMNP program are allowed to present their cases. The Administrative Law Judge's decision will be based on the oral and documentary evidence presented and the statutory and regulatory provisions governing the WIC FMNP Program.

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To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (800)795-3272 (voice) or (202)720-6382 (TTY). USDA is an equal opportunity provider and employer.”

In accordance with state law, this institution is prohibited from discriminating on the basis of religion. To file a complaint of religious discrimination, write to: Indiana Civil Rights Commission, Indiana Government Center-N103, 100 North Senate Ave., Indianapolis, IN 46204.

Questions may be addressed to:

State WIC office at 1-800-522-0874, or by writing to: Indiana WIC Program, 2 North Meridian Street Section 2-J Indianapolis, IN 46204



INDIANA SENIOR FARMERS' MARKET NUTRITION PROGRAM

The Indiana Senior Farmers' Market Nutrition Program (SFMNP) began in 2002 under the Indiana WIC Program. In 2005 the SFMNP became a part of the Community Nutrition Obesity Prevention (CNOP) program and became separate from the WIC FMNP program. In 2006 there were five senior agencies participating in the Senior Farmers' Market Nutrition Program. These five participating agencies are Area 2 Real Services in South Bend, Area 4 Agency on Aging and Community Action in Lafayette, Area 6 Lifestream, in Yorktown, Area 10 Agency on Aging in Bloomington, and Area 11 Agency on Aging in Columbus.

For 2007 there are 7 senior agencies participating in the Seniors Farmers' Market Nutrition Program (SFMNP). These seven participating agencies are Area 1 Northwest Indiana Community Action in East Chicago, Area 2 Real Services in South Bend, Area 4 Agency on Aging and Community Action in Lafayette, Areas 6 Lifesteam in Yorktown, Area 8 CICOA surrounding Indianapolis, Area 10 Agency on Aging in Bloomington and Area 11 Agency on Aging in Columbus. Each agency serves multiple counties.

The Indiana State Community Nutrition Obesity Prevention Division partners with the Department on Aging and the seven local Area Agencies on Aging to distribute checks, provide nutrition education, and determine eligibility for seniors to participate in the program. Seniors may go to any WIC FMNP authorized market within the State of Indiana. Seniors may have proxies go to the market for them.

Each participating senior is eligible to receive a maximum of \$36.00 in SFMNP checks. Each check is worth \$3.00 and is similar in design to WIC FMNP checks except for having a different color.

Vendors who are authorized to accept WIC FMNP checks are automatically authorized to accept SFMNP checks at WIC authorized markets and are processed in the same manner. All WIC eligibility criteria, procedures, rules, violations and sanctions apply to the Senior FMNP program.

Questions regarding the Senior Farmers' Market Program should be directed to: State CNOP office, SFMNP coordinator, at 1-800-522-0874, in writing:

**Indiana CNOP Program
2 North Meridian Street
Section 2-L
Indianapolis, IN 46204**

**2007 Checklist
WIC FMNP
Application Instructions/Checklist
For Authorized Farmers**

- **Complete all lines of the form “2007 WIC FMNP Authorized Farmers’ Application” Please add your email address if you have one.**
- **Return the completed application to the Indiana State WIC office.**
- **Keep the WIC FMNP sign. Post the laminated sign each time you use your stall. Please be sure to write your 4-digit WIC Identification Number on each sign. This will assist your staff with WIC FMNP check transactions.**
- **Train all individuals that will be selling your produce how to stamp your 4-digit WIC I.D. number in the white box on the front of each \$3 WIC FMNP check. (See the ID stamping directions in this package.)**
- **If this is the first time your farm has submitted the WIC FMNP application, a stamp will be made with your 4-digit identification number and a sign. You will receive this stamp in a few weeks after your application has been received. If you already have a stamp from last year you will not be receiving another. You must train all employees to stamp each WIC FMNP check with your WIC identification number.**
- **All WIC FMNP checks must have the stamped or hand written farmer’s 4-digit WIC I.D. number entered in the white box on the face of the check, before the Farmer or the Market Manager deposits the checks in the bank.**

WIC and Senior FMNP Approved Food List

Fresh Vegetables

Asparagus
Beans
Beets
Bok Choy
Broccoli
Brussels Sprouts
Cabbage
Carrots
Cauliflower
Corn
Cucumbers
Edible Soybeans
Eggplant
Garlic
Greens (any variety)
Herbs (edible)
Leeks
Lettuce (any variety)
Lima Beans
Mushrooms
Okra
Onions
Parsnips
Peas
Peppers
Pumpkins (edible)
Potatoes
Radishes
Rhubarb
Rutabagas
Scallions
Spinach
Sprouts
Squash
Squash Blossoms
Sweet Potatoes/Yams
Tomatillos
Tomatoes
Turnips

Watercress



Fresh Fruits

Apples
Apricots
Blackberries
Blueberries
Cantaloupe
Cherries
Currants
Elderberries
Gooseberries
Grapes
Honeydew
Huckleberries
Melons
Nectarines
Peaches
Pears
Persimmons
Plums
Raspberries
Strawberries
Watermelon