

Vendor Selection Criteria

Any store interested in being authorized as a WIC Vendor must apply for authorization. Only businesses that are authorized as WIC Vendors by the Nevada WIC Program may legally redeem Nevada WIC warrants. The state agency authorizes a sufficient number a distribution of vendors to assure reasonable participant convenience and access. The state agency considers Vendor Applications every three (3) years.

The state agency must determine that the following Vendor Selection Criteria have been met in order for a vendor to be authorized.

Accuracy and Completeness of Information Provided on the Application

All information in the application and Price Sheet must be accurate and complete. Vendor applications must be signed in ink and originals sent to the State WIC office.

Full Line of Grocery Items is Stocked

Applicant vendors (except pharmacies) must provide a full line of grocery items, including meat, dairy, produce, (fresh, frozen and/or canned) and dry goods. (Smaller “convenience type” stores, with limited variety and inventory, may be authorized only if they meet all other criteria and the state agency determines authorization is necessary to ensure participant access.)

Minimum Stock of WIC Foods

Vendors (except pharmacies) must keep in stock at all times the required quantity and variety of WIC foods as specified in the WIC Vendor Manual. (Pharmacies that only provide special formula and medical foods are required to maintain the minimum required stock of infant formula.)

Infant Formula Procured from List of Authorized Suppliers

Vendor must certify that it purchases infant formula only from sources on the List of Authorized Suppliers of Infant Formula provided by State WIC Agency.

Competitive Prices and Price Limitations

Prices must be competitive with, and within the price limitations for, similarly situated vendors (in terms of type and size of store and geographic location).

Percentage of Food Sales from WIC

WIC sales cannot make up more than 50% of vendor’s total annual food sales. Vendor applicant will not be approved if it is expected that food sales from WIC will compromise more than 50% of total food sales. Currently authorized vendors’ volume of WIC redemptions will be monitored to determine if they exceed 50% of total annual food sales.

Restriction of Provision of Incentive Item

Incentive items cannot be provided by vendors (authorized to ensure participant access) that have more than 50% of total annual food sales from WIC.

Accessibility to Participants and WIC staff

The applicant must be located in an area where a minimum of 10 WIC participants routinely shop and must be open a least 8 hours per day, 6 days per week. Vendor must be in a location that WIC staff will be able to visit as required by federal regulations to conduct training and monitoring visits.

Business Integrity

Vendors may not be authorized if the current owners, officers, or managers have been convicted of or have had a civil judgment during the last 6 years for the following: fraud, antitrust violations, embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims, or obstruction of justice.

Compliance with Food Stamp Program

If vendor has been authorized to participate in the USDA Food Stamp Program, vendor must be in good standing and cannot be, or have been in the preceding two years, disqualified or suspended from the Food Stamp Program, or been assessed a Food Stamp Program civil money penalty for hardship if the disqualification period that would otherwise have been imposed has not expired.

Satisfactory Pre-Agreement On-site Inspection Report

The on-site inspection report certifies that the applicant meets WIC vendor criteria and documents that initial vendor training has been performed.