



FARMERS MARKET NUTRITION PROGRAM  
– FMNP –

# 2018 Market Manager Training

## Renton Community Center

3/12/2018

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- Program Background
- What's New in 2017
- How FMNP Works
- Applications
- Starting the Season
- FMNP Transactions
- Handling Checks
- Civil Rights Requirements
- Reminders
- Contacts



# FMNP Goals

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- 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





# Collaborators

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- Washington State Farmers Market Association
- Local WIC clinics
- Senior Nutrition Providers
- Area Agencies on Aging
- Growers
- Market managers
- Advocates



# Program Background

## **WIC FMNP:**

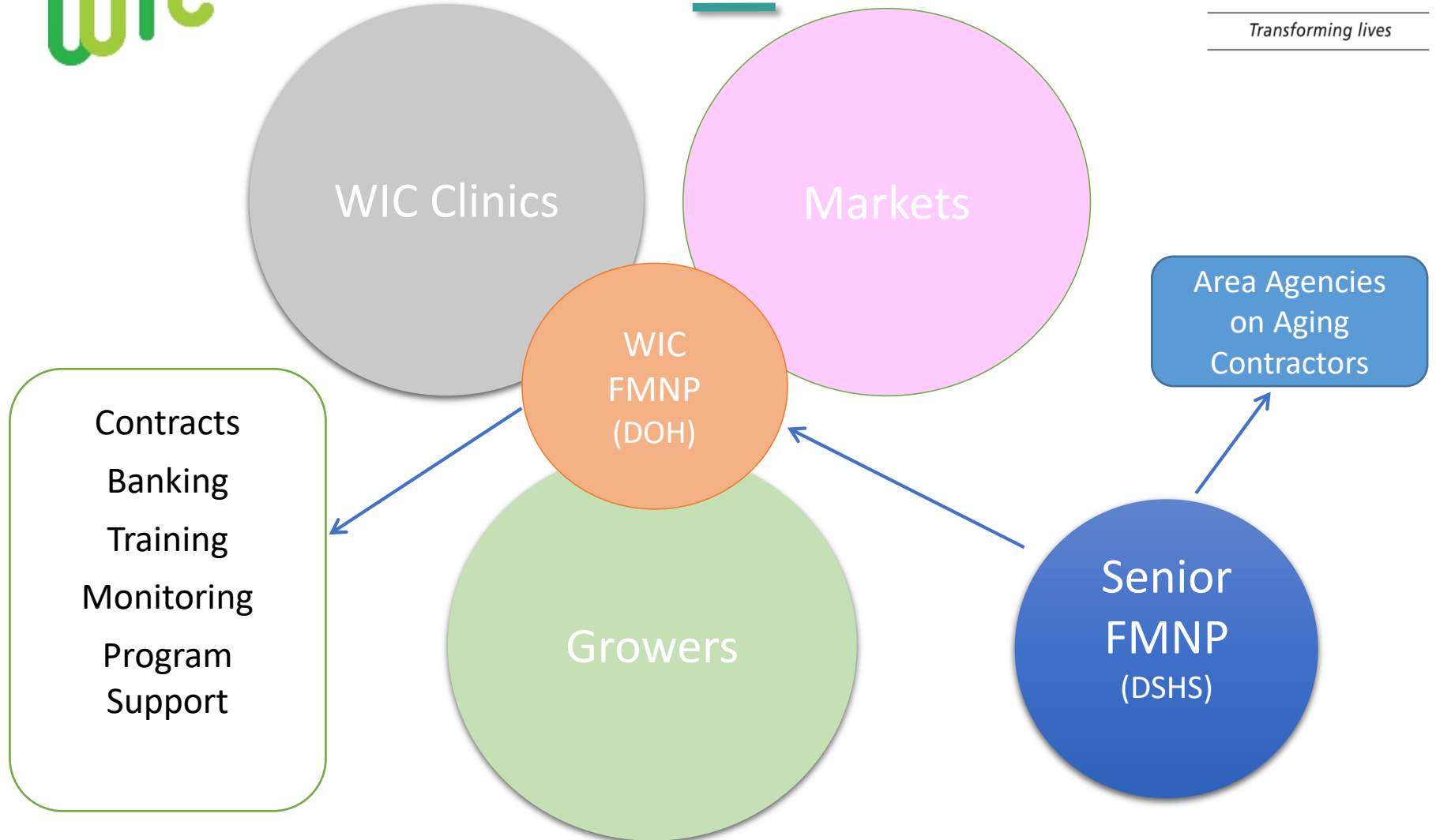
- Administered by the Washington State Dept. of Health (DOH)
- Part of USDA/Food and Nutrition Services
- Each WIC participant receives up to \$20
- 112,739 clients served in 2017
- \$563,696 food dollars

## **SENIOR FMNP:**

- Administered by the Washington State Dept. of Social and Health Services (DSHS)
- Part of the USDA Senior Nutrition Program
- Each Senior participant receives up to \$40
- 72,889 seniors served in 2017
- \$728,896 food dollars

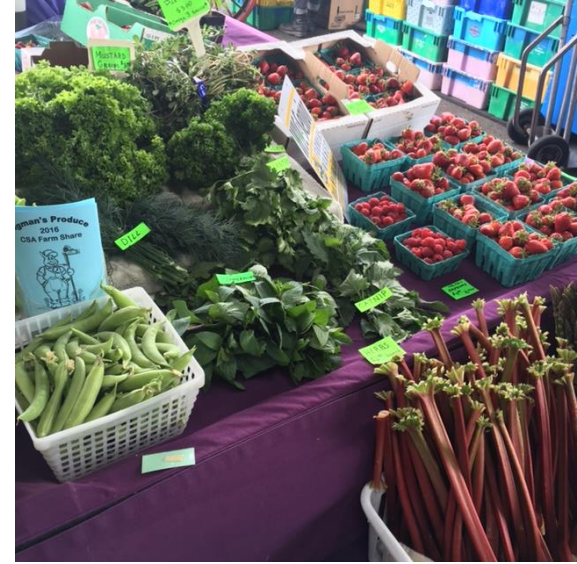


# How FMNP works



# Grower Sign-up

- Must produce a portion of the eligible foods they sell
- Farm Store must locate on property where food is grown
- Cannot exclusively sell produce grown by other



## ● After approval

- Will receive a Grower ID with a copy of the signed contract
- Market managers will receive a report with a list of the FMNP authorized growers and ID's allowed to sell at their FM
- Refer to WIC and Senior FMNP Information Manual for Market Managers and Growers at: [www.doh.wa.gov/farmersmarket](http://www.doh.wa.gov/farmersmarket)

# Markets Sign-up

- 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





# Market Sign-up

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## New Markets

- FMNP will consider a new market only if there is participant access need
- Must be in operations for at least one year prior to submitting an application



## Returning Markets

- Must redeem at least \$250 combined WIC & Senior FMNP food dollars annually



# FMNP Season June 1<sup>st</sup> – October 31<sup>st</sup>

## Starting the Season

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- Market managers will receive their FMNP 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 to 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
  - Accept FMNP checks
  - Understand the FMNP rules

Let a new grower know they can apply and direct them to the FMNP website:

<http://www.doh.wa.gov/YouandYourFamily/WIC/FarmersMarket>



# Each Market Day

during FMNP Season

## Check in with each grower:

- ✓ Are they on your FMNP report?
- ✓ Do they have a signed agreement?
- ✓ 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?



## Displaying Signs:

- Make sure Growers display signs where customers can see them and can identify them as authorized growers

- Let us know if you need more signs at [FMNPTeam@doh.wa.gov](mailto:FMNPTeam@doh.wa.gov) or 1-800-841-1410

WA Stat

# WIC & Senior



## FARMERS MARKET

### Checks Welcome Here

USDA and Washington State Sponsored Farmers Market Nutrition Program





# Eligible Foods

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- ❑ 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



# Honey Producers

- ❑ Locally produced honey can be purchased with the Senior FMNP checks only
- ❑ Exclusively honey producers can't take WIC FMNP checks
- ❑ Honey growers must register and follow rules of the Washington State Dept. of Agriculture



# FMNP Transactions

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- ❑ WIC and Senior FMNP checks have a \$4.00 value
- ❑ Participants can use more than one or all FMNP checks for the transaction
- ❑ Participants can use other forms of payment the grower accepts along with the FMNP checks in order to pay the extra cost over the \$4.00 check
  - Cash, EBT, credit or debit card
- ❑ **Exclusively Honey** producer can only take Senior FMNP
- ❑ Grower can't give cash back or tokens for FMNP checks

# Farmers Market Report

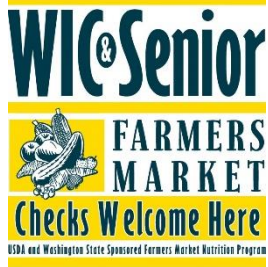
- List of authorized growers who can accept FMNP checks at your market

Name of the Farmers Market ID # 0000  
**Authorized Growers As Of 6/01/2018**

Growers Count :5


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






# 2018 FMNP Checks

## WIC FMNP

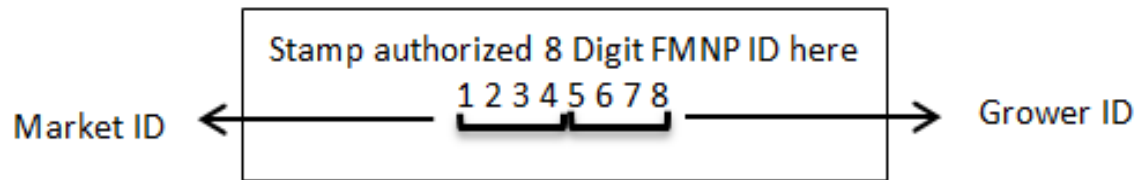
 WA State WIC Farmers Market Nutrition Program Washington State Department of Health P.O. BOX 47886 Olympia, WA 98504-7886	United Community Bank Marietta, Georgia	<u>64-1968</u> 611	XXXXXXXXX				
Pay to the order of: <u>Washington WIC FMNP Authorized Grower</u> — <b>\$4.00</b> <b>FOUR DOLLARS and no/100</b> ————— <b>Tax Exempt</b>		<table border="1"> <tr> <th>First Day to Use</th> <th>Last Day to Use</th> </tr> <tr> <td>June 01, 2018</td> <td>October 31, 2018</td> </tr> </table>	First Day to Use	Last Day to Use	June 01, 2018	October 31, 2018	Payment denied if stamp ID is missing or incorrect, or if the ID is handwritten.
First Day to Use	Last Day to Use						
June 01, 2018	October 31, 2018						
<ul style="list-style-type: none"> <li>• Use only for eligible fresh fruits, fresh vegetables, and fresh cut herbs</li> <li>• <u>Honey</u> is not an eligible food for WIC</li> <li>• Use only where the “WIC and Senior FMNP Checks Welcome Here” sign is posted by growers at authorized Farmers Markets or Farm Stores</li> <li>• Call: 1-800-841-1410 for FMNP information</li> <li>• <b>Authorized Grower: Stamp and redeem check by November 15, 2018</b></li> </ul>		Stamp authorized 8 Digit FMNP ID number here					

## Senior FMNP

<b>Washington State Senior Farmers Market Nutrition Program</b> Department of Social and Health Services Aging and Long-Term Support Administration	UNITED COMMUNITY BANK Marietta, Georgia	<u>64-1968</u> 611	XXXXXXXXX					
		<table border="1"> <tr> <th>FIRST DAY OF USE</th> <th>LAST DAY OF USE</th> </tr> <tr> <td>June 01, 2018</td> <td>October 31, 2018</td> </tr> </table>	FIRST DAY OF USE	LAST DAY OF USE	June 01, 2018	October 31, 2018		
FIRST DAY OF USE	LAST DAY OF USE							
June 01, 2018	October 31, 2018							
THE ORDER OF <b>Washington SFMNP Authorized Grower</b> ————— <b>\$4.00</b> <b>FOUR DOLLARS AND</b> ----- <b>NO/100</b> <span style="float: right;"><b>TAX EXEMPT</b></span>								
Good for only fresh fruits, vegetables, approved honey and herbs. Not Good at Grocery stores. Valid only at Authorized Farmers Markets and Farm Stands. No change will be given. For information, call 1-800-422-3263 <b>Authorized Grower - Redeem check by <span style="border: 1px solid black; padding: 2px;">11/15/2018</span></b>		STAMP AUTHORIZED ID NUMBER HERE						
Sponsored by the Washington State Department of Social & Health Services and the U.S. Department of Agriculture								
Payment will be denied without the Washington Farmers Market Authorized ID Stamp								

# Stamping Checks

- ❑ Stamper must have eight adjustable numbers, black ink



**Trodat #5558**

- ❑ Stamp the market/grower ID in the blank stamp ID box at the bottom of the check
- ❑ Before stamping adjust the dial to the correct 8 digit number
- ❑ At the end of each market day, use scrap paper to verify stamp numbers are clear and easy to read



# Handling Checks

- ❑ Both WIC and Senior FMNP checks are \$4.00
- ❑ Participants can buy any eligible food on the list
- ❑ Only participants using Senior FMNP checks can buy honey
- ❑ Store FMNP checks in a safe place

## FMNP Check

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

United Community Bank  
Marietta, Georgia

XXXXXXXX

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

First Day to Use	Last Day to Use
June 01, 2018	October 31, 2018

Payment denied if stamp ID is missing or incorrect, or if the ID is handwritten.

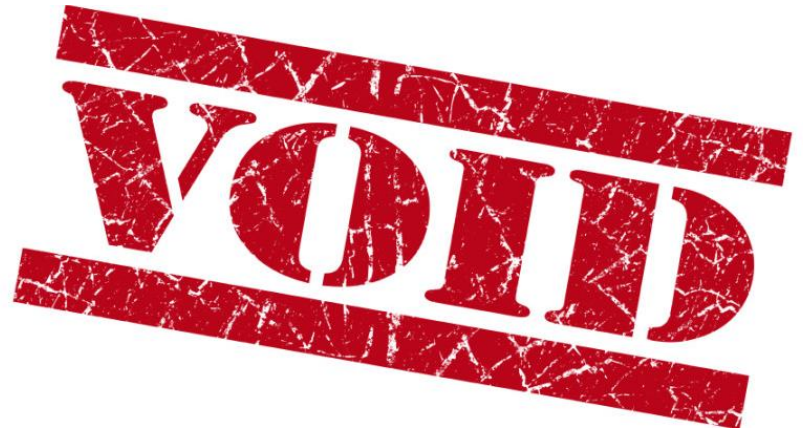
Stamp authorized 8 Digit FMNP ID number here

- Use only for eligible fresh fruits, fresh vegetables, and fresh cut herbs
- Honey is not an eligible food for WIC
- Use only where the "WIC and Senior FMNP Checks Welcome Here" sign is posted by growers at authorized Farmers Markets or Farm Stores
- Call: 1-800-841-1410 for FMNP information
- **Authorized Grower Stamp and redeem check by November 15, 2018**



# Canceling FMNP Checks

- ❑ As a manager you can cancel or void FMNP checks in case you need it
  - By punching holes on the check
  - Rubber-stamping
- ❑ In case a non-authorized vendor accepts FMNP checks and contact state office to report





# Depositing Checks

**Grower Bank DEPOSIT**

Today's Date \_\_\_\_\_

Customer Name (Please Print) \_\_\_\_\_

Sign Here (If cash is received from this deposit) -----  
X \_\_\_\_\_

N13060-CH (Rev. 07/12) 30485161 10/13

▼ Start your account number here

CHECKING   
SAVINGS   
LIQUID

R/T 500001020

CASH ►  
CHECK ►  
TOTAL FROM OTHER SIDE ►  
SUBTOTAL ►  
CASH BACK ►

TOTAL \$

⑈ 1 29 396 5900 ⑈ ⑆ 50000 10 20 ⑆

- ❑ Grower use the FMNP Banking Memo on the website to show their bank they are authorized to deposit these checks
- ❑ Must stamp all FMNP checks clearly, using the correct market and grower ID numbers to prevent rejections and banking fees
- ❑ Must deposit all FMNP checks on or before November 15th 2018
- ❑ Grower's bank:
  - ❖ 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

FMNP *doesn't*  
reimburse  
banking fees

# 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

64-1968  
 611

XXXXXXXXXX

Pay to the order of:

**Washington WIC FMNP Authorized Grower** — \$4.00 1

**FOUR DOLLARS and no/100** — Tax Exempt

First Day to Use	Last Day to Use
June 01, 2018	October 31, 2018

2

Payment denied if stamp ID is missing or incorrect, or if the ID is handwritten.

- Use only for eligible fresh fruits, fresh vegetables, and fresh cut herbs
- Honey is not an eligible food for WIC
- Use only where the “WIC and Senior FMNP Checks Welcome Here” sign is posted by growers at authorized Farmers Markets or Farm Stores
- Call: 1-800-841-1410 for FMNP information
- **Authorized Grower: Stamp and redeem check by November 15, 2018** 3

Stamp authorized 8 Digit FMNP ID number here

Stamp is not clear or is missing numbers 4

⑈XXXXXXXXXX⑈ ⑆061119684⑆

2503209⑈

# Don't accept ~~WIC Store~~ Checks

- WIC stores are for fresh fruit/or vegetables
- You won't get paid if you accept the "BLUE" WIC check

**WIC** WASHINGTON STATE DEPARTMENT OF HEALTH "Quit Smoking, 1-800-Quit-Now"  
P.O. BOX 47886 OLYMPIA, WA 98504-7886  
1-800-841-1410

United Community Bank 64-1988 1291008662  
611

Client ID#: 112619 Name: Evans,  
Pay To: Any Washington WIC Approved Store

First Day to Use Mar 12, 2018	Transaction Date <b>2</b>	Last Day to Use Apr 12, 2018
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**1** 11 dollars fresh/frozen fruits and/or vegetables  
ATTN Checkers: The price you enter on the check must not exceed the dollar amount printed on the check  
The Client can pay any extra amount

Actual Purchase Price  
\$ **3**

March 2018  
1450 / 20180302

Retailer Stamp ID Here  
**5**

Retailer Must Deposit This Check Within  
60 Days Of "First Day To Use"

Customer Signature - Show ID to match name below  
X **4**  
 Evans,  
 Rogers,

⑆ 1291008662 ⑆ ⑆061119684⑆ 2509123⑆

# Civil Rights Requirements

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## Definition:

- ❖ In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.
- ❑ 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](http://www.doh.wa.gov/farmersmarket)



# Reminders

Market and Grower application/  
agreement

[www.doh.wa.gov/farmersmarket](http://www.doh.wa.gov/farmersmarket)

or Call 1-800-841-1410 ext. 3667

Mail the signed completed  
application to:

**WA State Dept. of Health**  
**Farmers Market Nutrition Program**  
PO Box 47886  
Olympia, WA 98504-7886



The image shows an iPad screen with a table of deadlines. The table has two columns: 'Date' and 'Deadline'. The rows are as follows:

Date	Deadline
April 1	Application for returning growers and markets
May 1	Application for new markets
June 1	FMNP season starts
July 1	Application for new growers
October 31	Last day to accept FMNP checks
November 15	Last day to deposit FMNP checks

The iPad interface includes a status bar on the left with the time '9:41 AM' and the label 'iPad' with a signal strength icon.

# FMNP Contacts

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**Katherine Flores**

*Program Lead*

DOH

[Katherine.Flores@doh.wa.gov](mailto:Katherine.Flores@doh.wa.gov)

or [FMNPteam@doh.wa.gov](mailto:FMNPteam@doh.wa.gov)

*Direct Line: 360-236-3721*

*Fax Line: 360-236-2345*

*Toll Free: 1-800-841-1410*



**AL TSA** Aging and Long-Term  
Support Administration

**Rosemary Biggins**

*Aging and Long Term  
Support Administration*

DSHS

[Biggire@dshs.wa.gov](mailto:Biggire@dshs.wa.gov)

*Direct Line: 360-725-2466*

*Fax Line: 360-438-8633*

*Toll Free: 1-800-422-3263*



handle: WADeptHealth

**This institution is an equal opportunity provider.  
Washington State WIC Nutrition Program doesn't discriminate.**



DOH 964-009 March 2018