

Sample Memo

Agency Letterhead

date

MEMORANDUM

TO: Child Day Care Homes and Centers

FROM: CACFP Sponsoring Agency

SUBJECT: WIC Program Eligibility

Thousands of low income women, infants, and children have achieved dramatic gains in health and nutrition thanks to the WIC Program. However, some families may not be aware that, even with two adults in the household working, they could be eligible for WIC. To be income eligible for the WIC program a family of four may have an annual household income at or below \$31,543, or a weekly gross income at or below \$607 (household income, adjusted for family size, must be at or below 185% of the current Federal poverty guidelines). WIC applicants must also be evaluated by a health professional to be at nutritional risk before they can participate in the program.

The Special Supplemental Nutrition Program for Women, Infants, and Children, known as WIC, provides nutrition education, health care referral, and supplemental nutritious foods to children under the age of five, women, and infants. WIC helps parents to properly feed their children during critical early years of growth and development, assuring normal growth, reducing levels of anemia, increasing immunization rates, improving access to regular health care and improving diets.

Please help us to reach eligible families that may not know about the WIC Program. Enclosed with this letter are some WIC Program fliers. These fliers could be added to enrollment packets, and placed on a counter or in a lobby area convenient to parents. You should also receive a WIC Program poster titled, "Keep your Children Healthy and Happy". Please display this poster in an area convenient to parents.

For more information about the WIC Program, please visit the WIC website at www.wch.dhhs.state.nc.us/nss/nss2/wic.htm. To find the location of the WIC Program closest to your center, you may call the NC Family Health Resource Line at 1-800-FOR-BABY (1-800-367-2229) between 7am and 9pm, Monday to Friday.

Thank you for sharing this important information with the families that you serve.

Enclosures