
Purpose	To outline the criteria used to select stores for the Nebraska WIC Program.
Overview of the Selection Process	<p>The Nebraska WIC Program considers for authorization those stores which:</p> <ul style="list-style-type: none">• Offer a clean and sanitary environment for the WIC shopper,• Provide the nutritious WIC supplemental foods at a competitive price so as to make the most efficient use of Program funds, and• Assure adequate participant convenience and access.
Tools Used to Determine Vendor Eligibility	<p>The vendor application and the on-site visit are the tools used to determine vendor eligibility. Submission of a complete application by the vendor begins the review and selection process. A complete application includes the following:</p> <ol style="list-style-type: none">1. Current application with all answers completed and requested information submitted;2. A completed WIC Application Food Reporting List.
Vendor Selection Criteria	<p>The Nebraska WIC Program has established the following criteria to select retail stores who wish to participate in the Program.</p> <ol style="list-style-type: none">1. The vendor applicant must be a full service grocery store or a special purchase store.<ol style="list-style-type: none">a. Grocery Store: A full <i>service</i> grocery store must primarily be a retailer of groceries rather than of other merchandise such as gasoline, beverages, or snack foods.<ul style="list-style-type: none">• No more than 20% of the retailer's gross annual total retail sales may be from alcoholic beverages.• No more than 50% of the retailer's gross annual retail food sales (actual or anticipated) may be from the WIC Program.

**Vendor Selection
Criteria (cont.)**

- A full service grocery store must also stock all of the following categories of items and be able to provide upon request, the most recent inventory invoice(s) received, for 3 different varieties of food items, for each of the following food categories.
 - i. Fresh fruits;
 - ii. Fresh vegetables;
 - iii. Fresh or frozen meats and poultry (prepackaged luncheon meats and deli sandwiches do not qualify);
 - iv. Canned and frozen vegetables;
 - v. Dairy products;
 - vi. Cereals and breadstuffs;
 - vii. Infant formula.
 - A grocery store shall be used to provide each category of the Nebraska WIC approved foods including infant formulas and/or medical formulas eligible for use in the Nebraska WIC Program.
 - A grocery store applicant shall have available all categories of Nebraska WIC approved foods including infant formula. A grocery store applicant may also have special formulas and/or medical formulas eligible for use in the Nebraska WIC Program without filing a separate application as a special purchase store.
- b. **Special Purchase Store:** Special purchase vendors are only authorized to accept WIC checks for special formulas and/or medical formulas eligible for use in the Nebraska WIC Program. They are not authorized to accept WIC checks for any other types of WIC food items or Primary Contract Infant Formulas. The Primary Contract Infant Formulas are the infant formulas, which the Nebraska WIC Program has contracted with the formula manufacturer to provide to WIC participants. These Primary Contract Infant Formulas are identified in Section Two of the Nebraska WIC Vendor Handbook and on page three of the Nebraska WIC Vendor Application Packet for a Special Purchase Store.

**Vendor Selection
Criteria (cont)**

- No more than 20% of the retailer's gross annual total sales may be from alcoholic beverages.
 - A special purchase store must stock three or more types of special formulas, and be able to provide upon request the most recent inventory invoices received, for 3 different varieties of products, for the following category:
 - i. Special formulas and/or medical formulas.
 - Special purchase vendors are required to provide a special formula and/or medical formula within 48 hours or within 72 hours if a weekend or holiday is involved.
 - A special purchase store shall be used only to provide special formulas and/or medical formulas eligible for use in the Nebraska WIC Program. They are not authorized to accept WIC checks for any other types of WIC food items or Primary Contract Infant Formulas.
- c.. WIC only stores, stores that only stock and sell WIC approved foods, are not eligible for authorization as an approved Nebraska WIC vendor.
- d. Vendor applicants may be required to submit supporting documentation to verify sales information.
2. The vendor only purchases infant formula from the approved sources as maintained by the Nebraska WIC Program. These approved sources include:
- infant formula wholesalers, distributors, and retailers licensed and inspected by the regulatory authority in that jurisdiction, whether it be a State or local authority, in accordance with State law; and
 - infant formula manufactures registered with the Food and Drug Administration (FDA) that provide infant formula.
3. The store cannot be currently disqualified from participating in the Supplemental Nutrition Assistance Program or the store has been assessed a Supplemental Nutrition Assistance Program civil money penalty for hardship and the disqualification period that would otherwise have been imposed has not expired.
4. The store also cannot be currently disqualified from the Medicaid Program, or the WIC Program.

**Vendor Selection
Criteria (cont.)**

5. The store cannot have had a WIC application denied within the six month period preceding the date of application.
6. The store makes reasonable accommodations for shoppers who have disabilities.
7. The applicant, current owners, officers, or store managers, during the last six years, have not been convicted of nor had a civil judgment entered against them for any activity indicating a lack of business integrity. Activities indicating a lack of business integrity include, but are not limited to, fraud, antitrust violations, embezzlement, theft, Forgery, bribery, falsification or destruction of records, making false statements, receiving stolen property, making false claims, and obstruction of justice.
8. For any store currently participating on the WIC Program, the store has implemented all required corrective actions resulting from monitoring by the WIC State or local agency, including repayment of any overcharges to the WIC Program, and has attended any required training sessions due to the accumulation of 6 or more sanction points.
9. The store was not sold by its previous owner to the current WIC applicant in an attempt to circumvent a WIC sanction.
10. The store must maintain regular business hours. This shall include a minimum of two, four-hour blocks of time on each of five days per week. Daily operating hours shall be consistent from week to week, and shall be posted.
11. Each grocery store must have a current State of Nebraska Food Establishment Permit issued through the Nebraska Department of Agriculture. If the special purchase store is a pharmacy, a passing evaluation or statement of full compliance on a current inspection by the Nebraska Department of Health and Human Services is satisfactory. For all other special purchase stores, a current State of Nebraska Food Establishment Permit issued through the Nebraska Department of Agriculture is satisfactory.
12. The store's appearance is sanitary, with no evidence of a general lack of cleanliness, as determined during the WIC on-site visit. The following specific items are checked:
 - a. No evidence of excess unremoved rubbish;
 - b. Floors clean, swept and free from dirt, grime, filth, and/or excess rubbish;
 - c. Floors in good repair (no holes in floor);

**Vendor Selection
Criteria (cont.)**

- d. Garbage or refuse within the store premises is stored (covered) so that it is inaccessible to insects and/or rodents;
 - e. No evidence of insects and/or rodents within the store premises;
 - f. No evidence of thawing and then refreezing of foods (cans of frozen juice frozen together, cans of frozen juice are sticky, frozen packages of meat frozen together).
 - g. Foods properly stored and/or refrigerated (frozen foods are frozen not soft, no evidence of frost build up on the freezer case or on the frozen food items);
 - h. No evidence of food spoilage;
 - i. No evidence of outdated formula, milk, eggs, bread, or cheese;
 - j. No evidence of damaged goods for sale;
 - k. No other clearly identifiable lack of cleanliness or safety.
13. The store is a permanent fixed location in Nebraska where the participants redeem their WIC checks. For example, a mobile food vendor or a farmer's market would not be eligible for authorization as an approved Nebraska WIC vendor.
14. Minimum stock inventory is available for all groups of WIC supplemental foods required for the type of store. The minimum stock inventory identifies the supplemental food items and quantities required. See the minimum inventory, *pages 1g – 1l*.
15. The vendor has the capability to produce a dated cash register receipt or electronic journal entry documenting each WIC sale and identifying what specific items were purchased when submitting problem WIC checks for review and possible reimbursement. The vendor can produce this record for at least 60 days from the date of the transaction.
16. The purchase price is plainly marked on the product or shelf for each WIC approved supplemental food item.
17. Prices are not substantially different without reasonable explanation than those listed on the application as observed during the on-site visit.
18. Correct and true information was submitted on the application.

**Vendor Selection
Criteria (cont.)**

19. Prices, obtained during the store visit, are no more than 10% above the average price for a representative group of WIC *supplemental* foods for all stores within the same peer group. A vendor must maintain competitive prices for WIC approved supplemental foods throughout the contract period. *Competitive prices are defined as follows.*
- Prices charged to WIC customers for WIC *supplemental* foods must be equal or less than those charged to all other customers.
 - *WIC retailers must be competitively priced and remain within 10% of the average price for the WIC supplemental foods for all stores within their peer group.*
20. For any store currently participating on the WIC Program, there has been adequate WIC redemption activity. Adequate redemption is at least 12 or more WIC checks redeemed during the past 12 months of the current contract.

The WIC vendor must comply with the selection criteria throughout the contract period, including any changes to the criteria. Using the current vendor selection criteria, the Nebraska WIC Program may reassess the vendor at any time during the agreement period. If the vendor fails to meet the current vendor selection criteria, the agreement will be terminated.



**Nebraska WIC Program – Approved WIC Food Items
Minimum Stock Inventory of Supplemental Foods For Grocery Stores
Which Must Be Available At All Times**

Regardless of the Number of Purchases Made Throughout the Day

Note: The variety and quantity in stock are defined as including both inventory on display and on-premises, but not inventory on order from suppliers.

Size of Store Determined by Number of Front-End Registers (Excluding Department Registers)

- Small = 1 to 5 Front-End Registers
- Medium = 6 to 10 Front-End Registers
- Large = 11 to 19 Front-End Registers
- Super = 20 or More Front-End Registers

FOOD ITEMS	UNITS/KINDS ALLOWED	REQUIRED INVENTORY OF SUPPLEMENTAL FOODS FOR GROCERY STORES	
		Small & Medium 1 to 10 Front-End Registers	Large & Super 11+ Front-End Registers
<p>Infant Formulas Current rebate-contract milk-based powdered formula <i>Enfamil LIPIL with iron</i></p> <p>Current rebate-contract milk-based concentrated formula <i>Enfamil LIPIL with iron</i></p> <p>Any other current rebate contract formula & other formulas</p>	<p><i>12.9 ounce powder</i></p> <p><i>13 ounce concentrate</i></p>	<p>5 6 cans total</p> <p>Must be able to supply upon request</p> <p>Must be able to supply upon request</p>	<p>18 24 cans total</p> <p>Must be able to supply upon request</p> <p>Must be able to supply upon request</p>
<p>Infant Cereals Box</p>	<p>8 oz. box Any brand Without fruit, <i>infant formula,</i> &/or milk • <i>No organic</i></p>	<p>3 boxes; 2 varieties</p>	<p>6 boxes; 2 varieties</p>
<p>Infant Foods Infant single ingredient variety fruits and vegetables & <i>Combinations of single ingredient variety fruits or vegetables</i></p> <p>Infant meats</p>	<p>4 oz. jars containers <i>Brands:</i></p> <ul style="list-style-type: none"> • <i>Beechnut</i> • <i>Gerber</i> • <i>Hy-Vee</i> • <i>Nature's Goodness</i> <p><i>Must be without added sugars, starches, or salt</i></p> <p>Infant meats – 2.5 oz. jars <i>containers</i> <i>Brands:</i></p> <ul style="list-style-type: none"> • <i>Beechnut</i> • <i>Gerber</i> • <i>Hy-Vee</i> • <i>Nature's Goodness</i> <p><i>Must be without added sugars, starches, or salt</i></p>	<p>64 32 jars total, of any of the authorized brands; 2 varieties of fruits and 2 varieties of vegetables</p> <p>31 31 jars total of any of the authorized brands; 2 varieties Must be able to supply upon request</p>	<p>128 64 jars total, of any of the authorized brands; 4 varieties of fruits and 4 varieties of vegetables</p> <p>62 31 jars total of any of the authorized brands; 4 varieties</p>

Milk Whole, 2%, 1%, Skim	Gallons, ½ Gallons Store brand <i>If store brand not available, name brand is allowed.</i>	A total of 6 gallons fluid milk: 4 of which must be low fat &/or skim	A total of 12 gallons fluid milk: 8 of which must be low fat &/or skim
Fresh Fruits and Fresh Vegetables	<i>Any variety of fresh whole or cut fruits and vegetables No party trays No salad bar items No potatoes</i>	At least 6 varieties of authorized fresh fruits. At least 6 varieties of authorized fresh vegetables.	At least 12 varieties of authorized fresh fruits. At least 12 varieties of authorized fresh vegetables.
Eggs	Medium <i>or large size</i> <i>Any Brand</i>	4 dozen	
Cheese Domestic only, No Cheese Food or Spread, No Shredded Cheese	Store brand <i>Varieties:</i> Cheddar, Colby, Colby Jack Marble, Monterey Jack, Mozzarella, <i>Muenster</i> , Pasteurized Process American Cheese, Swiss	A total of 2 4 lbs. of cheese; 2 varieties	
Soy Beverage/Milk	<i>8th Continent Soymilk Original ½ Gallons</i>	Must be able to supply upon request.	
Dry Beans & Peas	Store Brand <i>Varieties:</i> Black, Blackeye Peas, Cow, Crowder, Garbanzo, Great Northern, Kidney, Lentils, Lima, Mung Beans, Navy, Pinto, Red, Soy, Split	2 – one pound packages with 2 varieties available	
Peanut Butter	Store Brand Creamy &/or Chunky – 18 oz.	2 containers	
Canned Fish Tuna and Pink Salmon	<i>Light</i> Tuna - Any Brand Water-packed &/or oil-packed – 5 or 6 oz. cans <i>No albacore tuna</i> Pink Salmon – Any Brand Water-packed &/or oil-packed, pack may include bones & skin – 5, 6, &/or 14.75 oz. cans	Light Tuna 12 – 5 &/or 6 oz. cans Pink Salmon 12 – 5 &/or 6 oz. cans 4 – 14.75 oz. cans	
Canned Beans	Bush Brand Beans – 14 to 16 oz. cans &/or Store Brand Beans – 14 to 16 oz. cans Mature beans or lentils with no added sugars, fats, oils, and meats <i>Varieties:</i> <i>Black, Blackeye Peas, Cow, Crowder, Garbanzo, Great Northern, Kidney, Lentils, Lima, Mung Beans, Navy, Pinto, Red, Soy, Split.</i>	8 cans total – Must have at least 2 varieties	
Brown Rice	<i>Any Brand – Regular or Instant 14 to 16 oz. bag or box</i>	4 – 14 to 16 oz. bags &/or boxes	

<p>100% Whole Wheat Bread</p>	<p>16 oz. loaf only Brands</p> <p><u>Best Choice</u> - 100% Whole Wheat Enriched</p> <p><u>Pepperidge Farm</u> - Stone Ground 100% Whole Wheat - Swirl 100% Whole Wheat Cinnamon with Raisins - Very Thin Soft 100% Whole Wheat</p> <p><u>Roman Meal</u> - 100% Whole Wheat</p> <p><u>Sara Lee</u> - Classic 100% Whole Wheat</p> <p><u>Wonder</u> - Soft 100% Whole Wheat</p>	<p>4 – 16 oz. loaves of any of the authorized brands</p>
<p>100% Juice</p>	<p>Bottled Juice – 46- 64 oz.</p> <p>Frozen Juice Concentrate – 11.5 – 12 oz.</p> <p>Pourable Juice Concentrate – 11.5 oz.</p>	<p>4 total – Must have at least 2 varieties</p> <p>6 total – Must have at least 2 varieties of frozen &/or pourable concentrate</p>
	<p>Bottled – 64 oz.</p> <p><u>Always Save</u></p> <p><u>Best Choice</u></p> <p><u>Campbell's</u></p> <p><u>Hy-Vee</u></p> <p><u>IGA</u></p> <p><u>Kroger</u></p> <p><u>Market Pantry</u></p>	<p><u>100% Apple Juice</u></p> <p><u>100% Apple Juice, Apple Juice, Berry, Cherry, 100% Grape Juice, Grape Blend, Punch, Tomato Juice, Vegetable Juice, 100% White Grape Juice</u></p> <p><u>Low Sodium Tomato Juice, Tomato Juice, V8 100% Vegetable Juice, V8 100% Vegetable Juice (Low Sodium)</u></p> <p><u>100% Grape Juice, Cranberry, Cranberry Apple, Raspberry Cranberry, Tomato Juice, Vegetable Juice</u></p> <p><u>Apple Juice, Grape Juice</u></p> <p><u>Apple, Blueberry, Cranberry Traditional, Cranberry Grape, Cranberry Peach, Cranberry Raspberry, Grape, Unsweetened Pineapple, Unsweetened Grapefruit, White Grape, White Grape Peach</u></p> <p><u>Apple Juice, Grape Juice, Tomato Juice, Vegetable Juice, Vegetable Low Sodium, White Grape Juice</u></p>
	<p><u>Nestle Juicy Juice</u></p> <p><u>Old Orchard</u></p> <p><u>Our Family</u></p> <p><u>Shurfine</u></p> <p><u>Tree Top</u></p>	<p><u>Apple, Apple Banana, Apple Raspberry, Berry, Cherry, Grape, Kiwi Strawberry, Orange Tangerine, Punch, Strawberry Banana, White Grape</u></p> <p><u>100% Apple, Apple Cranberry, Berry Blend, Blueberry Pomegranate, Cranberry Pomegranate, 100% Grape, Kiwi Strawberry, Peach Mango, Red Raspberry, White Grape, Wild Cherry</u></p> <p><u>100% Apple, Berry, Cherry, Fruit Punch, Grape, Grape Blend, Grapefruit, Orange Tangerine, White Grape, Tomato, Vegetable</u></p> <p><u>Berry Juice-A-Lot, Cherry Juice-A-Lot, Grape Juice-A-Lot, Punch Juice-A-Lot, Tomato Juice, Vegetable Juice</u></p> <p><u>Apple</u></p>
<p>100% Juice</p>	<p>Frozen Concentrate – 11,5 – 12 oz.</p> <p>Store Brand</p> <p><u>Always Save</u></p>	<p>Orange Juice, Grapefruit Juice</p> <p><u>Apple Juice</u></p>

	Best Choice	Apple Juice, <i>Grape Juice</i>
	<i>Dole</i>	<i>Orange Peach Mango, Orange Strawberry Banana, Pineapple Juice, Pineapple Orange, Pine-Orange Banana, Pine-Orange Strawberry</i>
	<i>Great Value</i>	<i>Apple Juice, Grape Juice</i>
	Hy-Vee	Apple
	<i>Kroger</i>	<i>Apple, Apple with Calcium, Grape 100% Juice</i>
	<i>Market Pantry</i>	<i>Apple with Vitamin C, Pineapple, Pineapple Orange</i>
	Old Orchard	<i>Any flavor with green pull strip</i>
	Our Family	Apple 100% Juice
	Seneca	100 % Apple Juice
	Shurfine	Apple 100% Juice
	Tree Top	100% Apple Juice
	Pourable Concentrate – 11.5 oz.	
	<i>Nestle Juicy Juice</i>	Apple, Berry, Punch
	Welch's (Cans have yellow bands)	Apple, Cherry Sensation, Fruit Fantastic, Grape, Strawberry Raspberry, Tropical Passion, White Grape, and Wild Berry
Cereal	<u>Cold Cereal</u>	<i>Must carry 6 varieties of cold cereal, 4 of which must be *whole grain. There must be a minimum of 12 boxes on display, 12 ounces or larger. *Whole grain cereals are designated with an * (asterisk) below.</i>
	General Mills	*Cheerios - Oat
	Kellogg's	Corn Flakes, *Frosted Mini-Wheats – Bite Size, *Unfrosted Mini – Wheats Bite Size
	Malt-O-Meal	Crispy Rice, *Frosted Mini Spooners, <i>Honey and Oat Blenders, Honey and Oat Blenders with Almonds, *Strawberry Cream Mini Spooners</i>
	Post	*Grape-Nuts, Honey Bunches of Oats - Honey Roasted, <i>Honey Bunches of Oat with Almonds, Honey Bunches of Oats with Cinnamon Bunches, *Honey Bunches of Oats with Vanilla Bunches</i>
	Quaker	*Life, *Oatmeal Squares Cinnamon, *Oatmeal Squares with a Hint of Brown Sugar
	<i>Always Save</i>	<i>*Toasted Oats</i>
	Best Choice	Corn Flakes, Crisp Rice, *Enriched Bran Flakes, *Frosted Shredded Wheat Bite Size, *Happy O's, <i>Honey Oat Clusters, Honey Oat Clusters with Almonds, *Nutty Nuggets, *Wheat Flakes</i>
	<i>Great Value</i>	<i>*Bran Flakes, Corn Flakes, Crisp Rice, *Crunchy Nuggets, *Frosted Shredded Wheat, *Toasted Whole Grain Oats</i>
	Hy-Vee	*Bite-Size Frosted Shredded Wheat, Corn Flakes, <i>Crispy Rice</i> , *Enriched Bran Flakes, Honey, Oats & Flakes with Almonds, *Nutty Nuggets, Oats and More with Honey, *Tasteeos
	<i>IGA</i>	<i>*Bran Flakes, Corn Flakes, Crisp Rice, *Bite Size Frosted Shredded Wheat, Honey Oats & Flakes, *Nutty Nuggets, *Tasteeos</i>
	<i>Kroger</i>	<i>Corn Flakes, Crisp Rice, *Frosted Wheat Bite Size, Honey Crisp Medley, Honey Crisp Medley with Almonds, *Nutty Nuggets, *Toasted Oats</i>
	<i>Market Pantry</i>	<i>*Frosted Bite Size Shredded Wheat Original, Honey and Oat Mixers, *Toasted Oats</i>
	Our Family	Corn Flakes, Crisp Rice, *Frosted Bite-Size Shredded Wheat, *High Fiber Bran Flakes, *Krunch Nutties, Oats and More <i>with Almonds, Oats and More with Honey, *Toasted Oats</i>
	Shurfine	*Bran Flakes, Corn Flakes, Crisp Rice, *Frosted Bite Size Shredded Wheat, Honey Oats and Flakes <i>with Almonds, *Nutty Nuggets, *Toasted Oats</i>

	<u>Hot Cereal</u>	Must carry 1 variety of hot cereal, a minimum of 2 boxes must be on display
	Nabisco	Cream of Wheat 1 min., Cream of Wheat 2 ½ min., Cream of Wheat 10 min.
	Little Crow	Coco Wheats
	Malt-O-Meal	Chocolate Hot Cereal, <i>Creamy Hot Wheat</i> , Original Hot Cereal
	<i>Quaker</i>	<i>Instant Grits Butter Flavor, Instant Grits Original Flavor</i>
	Best Choice	Creamy Wheat Enriched Farina, *Instant Oatmeal – Regular Flavor
	<i>Great Value</i>	<i>Butter Flavor Instant Grits Enriched, Original Instant Grits, *Original Instant Oatmeal, Quick Farina Hot Cereal</i>
	Hy-Vee	Creamy Wheat Enriched Farina 2 ½ minute, *Instant Oatmeal - Regular Flavor
	<i>Market Pantry</i>	<i>*Instant Oatmeal – Regular Flavor</i>
	Shurfine	*Instant Oatmeal - Regular Flavor



**Nebraska WIC Program
 Minimum Stock Inventory of Special Formulas &/or Medical Formulas
 for Special Purchase Stores Which Must Be Available At All Times
 Regardless of the Number of Purchases Made Throughout the Day**

Note: The variety and quantity in stock are defined as including both inventory on display and on-premises, but not inventory on order from suppliers.

<u>FOOD ITEMS</u>	<u>REQUIRED INVENTORY FOR SPECIAL PURCHASE STORES</u>
<i>Special Formulas &/or Medical Formulas</i>	<p><i>Special Formulas &/or Medical Formulas</i> - Must stock 3 or more types</p> <p><i>Special Formulas &/or Medical Formulas</i> - Must be able to supply within 48 hours or within 72 hours if a weekend or holiday is involved.</p>