

II. Nutrition Services

4. Nutrition

2.4.090 Serving Homeless Persons

Authority 2008 CFR 246.4(a)(6); 246.7(n)(1); 246.7(m); 246.12(o)

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POLICY: The local agency (LA) shall ensure accessibility of WIC services to the homeless population. The LA may choose to not serve homeless persons who are institutionalized. If the LA provides WIC benefits to homeless or institutionalized individuals, the LA shall have a Memorandum of Understanding (MOU) between the LA and the homeless facility or institution.

PROCEDURES:

- A. The LA shall assure that:
1. The potential participant resides within the specific geographic area in which LA operates one of the following options for the participant's address shall be used:
 - a. The facility or institution address for the participant who frequently stays at one facility/institution.
 - b. The address of a relative or friend.
 - c. The address of the local WIC Program (especially for participants whose nighttime residence is a vehicle, park, sidewalk, etc.).
 - d. A permanent address is not required for the application or certification process.
 2. The homeless person is eligible according to income guidelines and medical risks using usual assessment procedures.
 3. The applicant is referred to a health care provider (clinic, health center, physician if she/he has health insurance).
 4. The appropriate food package is issued based on availability of cooking facilities.
- B. For the homeless person who resides in a homeless facility or institution (optional), the LA shall assure that:
1. Only the individual WIC participant, for whom the supplemental foods were issued, and not the facility or any non-WIC or other WIC participant served by the facility/institution shall benefit from WIC.
 2. The facility/institution may not accrue financial or in-kind benefits from a homeless person's participation in WIC.
 3. Food items purchased with WIC food instruments shall not be used in communal feeding.
 4. No institutional constraints shall be placed on the ability of the WIC participant to receive or consume supplemental foods and all associated WIC services.

5. Facilities/institutions not meeting these requirements will be notified that WIC participants cannot reside there.
 6. The participant is referred to complying facilities/institutions if the one where they reside is found to be out of compliance.
 7. Participants in facilities/institutions not meeting the required criteria will be eligible for only one certification period unless the facility/institution comes in to compliance with the criteria, or the participant moves to a compliant facility/institution.
 8. The conditions of compliance are not subjected to those facilities/institutions, which do not provide meals and offer no obstruction to full participation in WIC.
 9. Facility/institution will be requested to notify the LA if it ceases to meet any of the above conditions.
- C. The LA shall have an [MOU](#) with the homeless or other institution where the WIC participant is residing.
1. The MOU shall be developed and signed before the WIC participant begins residence in a homeless facility or other institution.
 2. The administrators or designees of the LA and the homeless facility or other institution shall sign the MOU.
 3. The MOU shall be kept on file at the LA and be available for the State WIC Office monitor.