

Evaluation of Currently Authorized Vendors

- I. The vendor must have redemption activity within a ninety (90) day period to continue on the WIC Program unless the vendor is needed for participant access. To determine whether a currently authorized vendor meets the above-50-percent criterion, the State agency must calculate WIC redemptions as a percentage of the vendor's total foods sales revenue. WIC redemption data used in the State agency's calculations will cover the same period covered by the vendor's food sales amount.
- II. Identifying Potential Above-50-Percent Vendors from WIC and Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program) Redemptions
 - a. The State agency will compare all vendors' WIC redemptions to their vendor's Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program) redemptions for the same period. The State agency will utilize acquired data from the State agency's data base compared with STARS and the assessment tool based on the TIP report data provided to the State agency through the previous fiscal years data. If a vendor's Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program) redemptions exceed its WIC redemptions, no further assessment is required. The vendor would be deemed a regular vendor. Collection of an annual food sales amount for the vendor would not be necessary.
 - b. If the WIC redemptions exceed the Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program) redemptions, then the State Agency will require Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program)-eligible food redemption data documentation from the vendor.
 - c. The State Agency will calculate the ratio of WIC redemptions to the total annual food sales and designate the vendor as an above-50-percent vendor or a regular vendor. The food sales amount is an amount that is supported by written sales or financial statements, reports, tax forms, or other records sufficient for establishing Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program)-eligible food sales.
- III. The State Agency will assess vendors **every six (6) months as needed** to ensure the vendor is assigned to the correct peer grouping. State Agency shall monitor all newly authorized vendors to assure that they have been properly designated as being or not being above-50-percent vendors. Such monitoring shall include a comparison of WIC and Supplemental Nutrition/Food Stamp Program redemption data and/or a review of WIC redemptions to total food sales with six (6) months from the date of authorization. At authorization, the State Agency shall notify vendors in writing of this assessment and the requirement to provide proper written documentation of their total food sales.

- IV. The State Agency may update or revise a vendor's designation at any time. The State Agency must assess vendors annually.
- V. If a vendor was authorized by more than one State agency during the period under consideration, then the State Agency must obtain the amount of WIC redemption the vendor received from every other State Agency that authorized the vendor and sum of all of the WIC redemptions to calculate the ratio of WIC redemptions to total annual sales.
- VI. The State Agency will terminate the agreement with a thirty (30) day notification if the vendor fails to provide appropriate documentation of Supplemental Nutrition Assistance Program (SNAP/Food Stamp Program)-eligible food sales or State Agency determines that a vendor has greater than fifty percent (50%) of their total food sales (including infant formula) in WIC check redemption in any month or year during the agreement period.
- VII. A currently authorized vendor that is disqualified because of a failure to submit documentation of food sales to determine above-50% sales will not be able to reapply for thirty (30) days.