North Carolina-WIC

The following changes are deemed substantive and, therefore, require amendments and Regional Office approval:

- Policy changes required by legislation, FNS policy, or the State agency.
- Changes to WIC Nutrition Risk criteria.
- Changes affecting participant benefits or vendor management.
- Changes in local agency operations.
- Changes in the monitoring/oversight of vendors and/or local agencies.
- Any other operational changes aimed at improving or enhancing program delivery or accountability (i.e., installation of a new or revised management information system (MIS), or electronic benefits transfer (EBT) system.)
- Changes in related State procedures (such as within the State Treasurer's Office).

Fill in the following table to reflect all substantive amendments (described above) requiring FNS review and approval (add additional rows, as needed).

Section	Document Name/Type	Page/Question Number	Description of Amendment
Section III: State agency Operations	XI. Civil Rights	E. Complaint Handling, #1	Revised Question: X State and local agencies without an FNS-approved grievance procedure for complaints alleging discrimination based on sex or disability in place forward all complaints to FNS HQ Civil Rights Division.
		E. Complaint Handling, #3	Revised Question: The State has an FNS-approved complaint procedure that ensures local agencies implement specific timeframes concerning discrimination complaints: X An individual has the right to file a complaint within 180 days of the alleged discriminatory action. X All complaints are processed and closed within 90 days of receipt
		E. Complaint Handling, second #3 should be number #4	Added Question:

Section	Document Name/Type	Page/Question Number	Description of Amendment
			The State agency transfers complaints immediately upon receipt to the FNS HQ Civil Rights Division if no FNS-approved compliant procedure time line is in place. NC response is Yes.

Fill in the following table to reflect changes related to the American Rescue Plan Act (ARPA, P.L. 117-2) which required Regional Office approval before being implemented (add additional rows, as needed). Additional information about the waivers available to support flexibilities for outreach, innovation, and modernization can be found on the WIC Modernization site.

Section	Document Name/Type	Page/Question Number	Description of Amendment
Section III: State agency Operations	*FAC I – Vendor and Farmer Management*	*Section B. Vendor Training*	***Example:*** *Submitted updated process*
Section III: State agency Operations	*IX. Food Delivery and Food Instrument Accountability and Control*	*Section A. Food Delivery and Food Instrument Control Overview*	***Example:*** *Submitted updated processes describing how the State plans to ensure applicants can receive food benefits in a timely manner based on acceptance of the national remote benefit issuance's waiver; see attached format outlining updated polices.*
Section III: State agency Operations	*VII Certification, Eligibility and*	*Section B. Nutrition Risk Determination,*	***Example:*** *Submitted updated processes describing how the State plans to ensure anthropometric data is collected and assessed*

Section	Document Name/Type	Page/Question Number	Description of Amendment
	Coordination of Services	*Documentation and Priority Assignment*	*beyond the 60-day deferral based on acceptance of national physical presence waiver; see attached format outlining updated policies.*

The following templates are available for State agencies to use as a guide when submitting updated policies to their respective Regional Offices. The templates relate to the opt-in remote benefit issuance and physical presence waivers described in the February 1, 2023 letter: *Additional WIC Flexibilities to Support Outreach, Innovation, and Modernization Efforts through ARPA Nationwide Waivers – Supporting Remote WIC Operations*. The template is only a guide, and it is not required that State agencies follow this format.

Remote Benefits Issuance Waiver Amendment Template

State Agency:		
Waiver Type		
Waiver Expire Date:		
Policy and Procedures Modified:		
State agency has policies in place for remote benefit issuance.	Yes ☐	No ☐
Describe additional changes to current policy, where applicable:		
State agency has policies to maintain integrity in issuing benefits remotely.	Yes ☐	No ☐
Describe additional changes to current policy, where applicable:		
State agency has policies in place to mail food instruments to participants	Yes ☐	No ☐
Describe additional changes to current policy, where applicable.		

Physical Presence Waiver Amendment Template

State Agency:		
Waiver Type		
Waiver Expire Date:		
Policy and Procedures Modified:		
State agency has policies in place for physical presence waiver.	Yes ☐	No ☐
Describe additional changes to current policy, where applicable:		
State agency has policies to maintain integrity when certifying applicants/participants remotely.	Yes ☐	No ☐
Describe additional changes to current policy, where applicable:		
State agency has policies in place to document virtual certification under the physical presence waiver.	Yes ☐	No ☐
Describe additional changes to current policy, where applicable.		
State agency has policies in place to meet the requirements of collecting anthropodermic data. **Note:** *Anthropometric data to be collected no later than 60 days of certification, so long as the participant is determined to have at least one qualifying nutritional*	Yes ☐	No ☐

risk at the time of certification, and the State agency has implemented/has a plan for procedures to ensure receipt of data.		
Describe additional changes to current policy, where applicable.		