

AGREEMENT BETWEEN
INTER TRIBAL COUNCIL OF ARIZONA, INC.
AND

This agreement is entered into between the Inter Tribal Council of Arizona, Inc. (ITCA) Special Supplemental Nutrition Program for Women, Infants and Children (WIC) and _____, hereafter referred to as Institution, to meet U.S. Department of Agriculture requirements under 7 CFR Part 246.7 to ensure services are provided for the persons that reside in homeless shelters, domestic violence shelters, correctional facilities, youth homes, rehabilitation facilities or other types of group institutions.

The above mentioned parties will, by joint agreement, implement the following responsibilities and procedures to ensure services are provided for people residing in the above mentioned institutions and that the WIC benefits provided to the client supplement, rather than replace foods which an institution would otherwise provide, consistent with the general purpose of the WIC program.

A. ITCA WIC Program Responsibilities

1. ITCA local agencies will coordinate with institutions in the service areas to ensure that potentially eligible WIC clients residing in these facilities are aware of WIC services.
2. ITCA local agencies will coordinate with institutions to ensure that potentially eligible WIC clients residing in institutions are able to access WIC services.
3. ITCA local agencies will refer WIC clients to the institutions within its services areas.
4. Special dietary needs of the homeless will be met by tailoring the food package based on dietary needs, environmental constraints and residence/feeding locations.
5. The ITCA local agency will perform an initial and annual subsequent reviews to ensure that the institution meets the requirements of this agreement.

B. Institution Responsibilities

1. The Institution agrees to comply with applicable Federal WIC program regulations by:
 - a. Allowing WIC clients access to their WIC foods without constraints.
 - b. Ensuring that WIC foods do not become a part of the communal food supply.
 - c. Allowing WIC foods to be available exclusively to the WIC client who the food was intended for.
 - d. Providing all other foods the WIC client would normally receive as a resident of the institution in addition to the WIC foods.
 - e. Ensuring that the client has access to WIC services including nutrition education and referrals.
 - f. Certifying that the facility will not receive any financial gain from the WIC client's participation in the WIC program.
2. The Institution will immediately notify ITCA when the facility ceases operation or changes ownership.
3. Changes in name or address will be sent to the ITCA within ten days of such change at the address below.

4. An authorized representative of the Institution will accept training from ITCA staff as necessary.
6. The Institution will not treat WIC clients differently from other clients.
7. The institution will notify ITCA immediately if it ceases to meet any of the conditions outlined in the agreement.
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C. Agreements

1. This agreement is terminated upon change of ownership of the Institution.
2. This agreement may be terminated by ITCA if it is determined that the facility is not in compliance with the requirements stipulated in section B.1.
3. This agreement is effective on the date signed and expires five years after the effective date.
4. All correspondence regarding this agreement will be directed to:
(fill in contact information for Institution)

ITCA:
ITCA WIC Director
2214 N. Central Ave.
Phoenix, AZ 85004

Institution:

Mindy Jossefides
WIC Director
Inter Tribal Council of Arizona, Inc.

Authorized Representative
Institution

Date

Date