

WIC Pilot: Summer Meal Site Responsibilities



WIC Pilot Ensures More Children Can Access Summer Meals

Since 2015, the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) in Texas has joined with the Texas Department of Agriculture (TDA) in the WIC Pilot program to increase Texas children's access to healthy meals during the summer.



WIC Pilot Overview

The WIC Pilot is a U.S. Department of Agriculture (USDA) Initiative that allows TDA's Summer Meal Programs sponsors to provide no cost meals to children in designated WIC clinics. WIC Pilot clinics provide no cost meals to WIC participants 18 years old and younger, enrolled students under 21 years old with disabilities, and any children 18 years old and younger attending WIC appointments. No registration or ID is needed for a child to receive a meal.

The information below outlines responsibilities for WIC clinics and WIC Local Agencies participating in the WIC Pilot. WIC clinics will be invited to participate in the WIC Pilot by Texas WIC. The list of eligible WIC clinics will be shared with eligible sponsors. Sponsors will contact WIC clinics and determine if they have the capacity to add the clinic as a summer site. The guidance below only applies to clinics that have been invited to participate in the WIC Pilot and have been matched with a sponsor.

Summer Meal Programs Overview

The WIC Pilot is part of the Summer Meal Programs which help ensure children in low-income areas have access to nutritious meals when school is not in session. In the Summer Meal Programs, sponsors partner with community organizations, like WIC clinics, to host a summer meal site. The sponsor completes the federal summer site application, trains site staff, and provides meals to the summer meal site. The site provides a safe space for children to receive meals and is responsible for keeping track of how many meals are distributed. Additional responsibilities for WIC clinics that serve as summer meal sites are outlined below.



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Responsibilities as a WIC Clinic Summer Meal Site

As a summer meal site, your responsibilities include, but are not limited to, the following:

- Communicate regularly with your sponsor.
- Attend sponsor-led training sessions.
- Work with your sponsor to determine meal service details such as number of meals to be served, meal service times, and delivery times.
- Promote that the WIC clinic will be serving summer meals to your clients.
 - WIC clinics can order printed outreach materials including posters and parent info cards from TDA at no cost. Visit [SummerFood.org/OutreachTools](https://www.SummerFood.org/OutreachTools) to download more promotional materials.
 - Put posters up in WIC clinics.
 - Pass out flyers and parent information cards to clients at their appointments.
 - Send reminder calls or texts to clients promoting the no cost meals.
- Serve meals to all children 18 years of age and under and enrolled students with disabilities under the age of 21.
- Serve meals provided by the sponsor that meet the meal pattern requirements.
- Count meals as they are served to children.
- Provide supervision during the meal service.
- Maintain and promptly submit reports and records required by the sponsor.
- Report to the sponsor any changes in the number of meals needed as attendance fluctuates.
- Report to the sponsor and state WIC office any problems regarding the meal service.
- Comply with civil rights laws and regulations.
- Practice good food safety and adhere to local health and sanitation regulations.



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WIC Pilot Timeline Overview

| Date | Activity |
|------------------|---|
| January | <ul style="list-style-type: none">WIC Local Agencies and clinics let Texas WIC know if they want to participate in the WIC Pilot in the summer. |
| February - March | <ul style="list-style-type: none">Eligible sponsors will contact eligible WIC clinics to determine if they have the capacity to provide meals to the WIC clinics in the summer.Once a sponsor commits to partnering with a WIC clinic, the sponsor will fill out a survey to inform TDA and TX WIC of the partnership.Please note, eligibility for the program does not guarantee that you will be matched with a sponsor. Some locations do not have eligible summer sponsors or sponsors may not have the capacity to add a summer meal site.WIC clinics receive training from WIC state office. |
| April - May | <ul style="list-style-type: none">WIC clinics receive summer training from sponsors.WIC clinics attend meeting hosted by TDA and TX WIC to review WIC Pilot tasks and share best practices. |
| June – August | <ul style="list-style-type: none">WIC clinics begin serving summer meals and communicate frequently with the sponsor. |
| September | <ul style="list-style-type: none">Complete year-end survey on pilot activities provided by TX WIC. |

Contact Information

Should you have questions or need additional information, please contact:

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