

Section 1.3: Local Agencies and Role

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The Minnesota WIC Program is administered by the Minnesota Department of Health through grant agreements with local agencies throughout the state. Every five years the state awards WIC grants to local agencies in a geographic area based on the priority rule set forth in Minnesota Administrative Rule 4617 ([Section 1.4: Grant Application Process](#)). The WIC Program may be administered by the following local agencies according to state rules.

1. Community Health Board
2. Public or Private Nonprofit Health Service Agency
3. Public Human Service Agency
4. Private Nonprofit Human Service Agency

Local agencies are responsible for determining eligibility of WIC Program applicants and for providing nutrition education, health care referral services, and issuing food benefits to participants. WIC services are available to residents of all 87 counties in Minnesota.

Local agencies are responsible for adhering to all policies and procedures included in this manual. These policies, along with federal regulations, form the basis for WIC Program local agency operations and monitoring of these operations by state WIC staff.

The role of local agencies is to implement and operationalize current state WIC policy in their own respective agencies and organizations. As independent local agencies and organizations implementing the WIC Program in Minnesota, these entities often have existing and related policies and procedures. It is the responsibility of the local agency to ensure that state WIC policy is adhered to and that any related local policy is not less stringent than state policy and does not conflict with state policy. Local agencies should consult with their State WIC Consultant on any questions related to local implementation of state WIC policy.

Reference – Complete Listing of Hyperlinks

[Section 1.4: Grant Application Process](#)

(https://www.health.state.mn.us/docs/people/wic/localagency/program/mom/chsctns/ch1/sctn1_4.pdf)

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