

# m e m o

**DATE:** April 8, 2020  
**TO:** WIC Coordinators  
**FROM:** State WIC Staff  
**SUBJECT:** Supplemental Funding During COVID-19

In response to the COVID-19 pandemic, we recognize local agencies have incurred additional expenses from rapidly moving to remote WIC Services. If your agency has incurred any of the following expenses during this event, WIC Coordinators can request supplemental funding by completing and submitting a [Local Agency Expense Form \(MOM Exhibit 2-1\)](#).

Allowable COVID-19 expenses include:

- Headsets
- Cell phones needed to offer remote WIC services
- VOIP (Voice Over Internet Protocol) set up
- Increased internet/network capacity
- Equipment to offer video visits (i.e. external camera, microphone or headset (Video Visit pilot project in Fillmore County used Logitech C920 HD Pro Webcam, 1080p / 720p widescreen external camera and [Phoenix Duet speaker](#)))

Follow the regular Local Agency Expense Form procedures. If you have questions, please contact your State WIC Consultant.