

Indiana WIC Program Indiana State Department of Health

Bonuses and Staff Incentives

Policy

Local Agency (LA) may request reimbursement for bonuses and staff incentives that are reasonable, necessary, and directly support the WIC program.

Authority

7CFR Part 3016, OMB Circulars A-87, A-102, A-110, A-122, A-133;
ASMB C-10

Procedures

- I. The LA must:
 - A. Have a policy approved by the Board of Directors on bonuses and/or staff incentives in place prior to the start of the grant year. Incentives or bonuses should be based on cost reduction, efficient performance, suggestion awards, safety awards, etc.
 - B. Submit the policy to the State Agency for approval by October 1 of the grant year.
 - C. Request and receive prior written approval from the State Agency (SA) for bonuses or incentives with justification of who, when, how much, and why.
 - D. Claim reimbursement for bonuses and staff incentives under "salary" line item.