

Indiana WIC Program
Indiana State Department of Health

Allocation of Caseload

Policy

State Agency (SA) must assign annual caseloads to the Local Agency (LA) for Nutrition Service Administration (NSA) and for Breastfeeding Promotion and Education (BFP).

Authority

7CFR Part 3016, 7CFR246.3

Procedures

- I. The SA must:
 - A. Capture and maintain caseload data on potentially eligible population and historical participation.
 - B. Calculate LA caseloads based upon average participation for the prior 12 months.
 - C. Allocate LA caseloads during the Annual Budget Process.
 - D. Make LA caseload reports available to LAs.
 - E. Monitor and reallocate caseloads as needed.
- II. The LA may:
 - A. Request a reallocation of caseload and budget change quarterly based upon rolling 12 months of participation data.
- III. The SA may:
 - A. Reallocate LA caseload and adjust the LA budget quarterly based upon rolling 12 months of participation data.