

Vendor Applicant Selection Criteria

An applicant must meet **all** of the evaluation criteria. Failure to meet any of the criteria provides cause to deny the application. All applicants shall be evaluated in accordance with the following criteria; Applicant must:

- ❖ Meet minimum WIC stock and variety requirements
- ❖ Purchase infant formula from a source on the Arizona WIC Program Infant Formula Suppliers list
- ❖ Have competitive prices for authorized WIC foods.
- ❖ Be a viable business that has been open for at least one (1) year prior to submission of the application and Price Stock Survey. In addition, the Applicant must be able to provide the Department with one (1) year of business bank statements and records.
- ❖ Be a full-line grocery store that stocks a minimum variety and number of units for cereal, breads, fresh dairy products, fruit, vegetables and fresh meat/poultry/fish.
- ❖ Be accessible to WIC customers a minimum of ten (10) hours a day, six days a week.
- ❖ Have forty-five (45) percent or more of gross sales from groceries and not from alcohol or tobacco products or lottery sales.
- ❖ Not be a new for-profit applicant that is expected to derive more than 50-percent of its annual food sales from WIC food instruments.
- ❖ Have a current Health Operating Permit from their County Health Department.
- ❖ Not use the WIC acronym or WIC logo, including close facsimiles thereof, in whole or in part, in the official name or the business name of the applicant or in advertising or other promotional material.
- ❖ Accept mandatory training provided by the department for the Applicant's owner, or for chain stores, their corporate representative.
- ❖ Not have a conflict of interest with the Department or Local WIC Agency.
- ❖ Be currently authorized to participate in the Supplemental Nutrition Assistance Program (SNAP).
- ❖ Meet Business Integrity requirements: Owners, officers or managers shall maintain a standard of business honesty and a reputation of good business practices.
- ❖ Not provide incentive items to WIC Participants (applicants who receive or are likely to receive more than 50% of their annual food sales from WIC food instruments).

Applicants who have previously participated in the Arizona WIC Program at any business location during the previous five (5) federal fiscal years will also be evaluated on the following:

- ❖ Sanctions or disqualifications in the Supplemental Nutrition Assistance Program or another WIC Program, including the Inter-Tribal Council or Arizona, Inc. and/or Navajo Nation WIC Programs for a period of five (5) federal fiscal years prior to application.
- ❖ Volume of WIC business must have an average of ninety (90) or more WIC food instruments redeemed for the quarter of February, March, and April.

For more information on the evaluation process you may review "Section 13 Appendix 3 - Selection and Authorization" in the Arizona WIC Program Vendor Manual:

http://azdhs.gov/azwic/documents/vendors/vendor_manual/section-13-appendix-3-selection-and-authorization.pdf.

If you are interested in participating in the Arizona WIC Program as an authorized Vendor, you may access the Arizona WIC Program Vendor Web Site at <https://vendor.azwic.gov/>. If you have any questions, please contact any member of the Vendor Management Team at (602) 542-1886 or 1(866) 737-3935.