

II. Determining the Acceptability of a Site

For large requests for renovations or repairs, regions may need to examine the site to determine its acceptability prior to final approval.

1. Is the site centrally located in the area which it is intended to serve?
2. Is the site located in proximity to a hospital and/or local health agency? to public transportation?
3. Is the site large enough to house adequate staff and equipment to accommodate the number of participants it is anticipated to serve?
4. Does the site provide easy access for pregnant women, children, and handicapped persons?
5. Can the site handle the program's automation needs (e.g. telephone lines, electrical outlets, and security)? Are the costs of any such upgrades included in the renovation costs?

6. Has a recent Management Evaluation identified the inadequacy of the site being proposed for renovation or repair?

7. Will the proposed renovation or repair address unsafe clinic conditions?

III. Determining WIC's Fair Share of Costs

1. What programs or offices will be located in the area of the building to be renovated or repaired?

2. What methodology is being used to calculate each party's fair share of the projected renovation or repair cost? Does the methodology assign to WIC a portion of the cost reasonably commensurate with the benefit WIC receives from use of the space?

IV. Conditions for Final Approval

Requests for current fiscal year funds should be submitted to the FNS Regional Offices by July 1 to ensure consideration. Requests submitted after July 1 will be considered as possible.

1. If the property is publicly owned, has the State agreed that in the event that the WIC Program vacates the facility that it will pay, from State monies, the Federal Government the non-depreciated value of the renovation/repair paid for with WIC Program funds?

2. If the property is privately owned, has the landlord agreed to extend the lease until the WIC program has received full benefit from the renovation, or amended the lease agreement to provide for a refund to the local agency of the dollar amount representing the portion of the renovation cost from which the local agency has as yet receive no benefit?

