United States
Department of
Agriculture

Food and
Nutrition
Service

3101 Park Center Drive
Alexandria, VA 22302

Reply to
Attn. of: SF-114

29 SEP 1993

Subject: FMNP Policy Memorandum: 93-2
Use of Administrative Funds to Attend FMNP Training/Conferences

To: Regional Directors
Supplemental Food Programs
All Regions

This policy is intended to clarify the issue of Farmers' Market Nutrition Program (FMNP) administrative funds for training meetings and conferences as allowable administrative costs, as well as the circumstances under which WIC or FMNP administrative funds may be used.

FNS determined, prior to the Agency-sponsored national training meeting in March 1993, that attendance at such meetings is an allowable program cost. Because of the FMNP's close link to WIC operations, using WIC administrative funds may be appropriate in some instances. Certain stipulations apply, however, especially for those States that are not currently administering the FMNP with Federal funds.

FMNP administrative funds may be used to cover attendance, i.e., travel and registration fees, by currently participating FMNP and/or WIC Program staff, regardless of which State agency is administering the FMNP. **WIC administrative funds** may be used for such costs when the State WIC agency is currently administering, or is hopeful of administering, the FMNP in a State. WIC funds may **not** be used to pay for State Department of Agriculture staff to attend an FMNP conference.

Alberta C. Frost

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The contents of this guidance document do not have the force and effect of law and are not meant to bind the public in any way. This document is intended only to provide clarity to the public regarding existing requirements under the law or agency policies.