

Farmers Market Nutrition Program Farmer Training

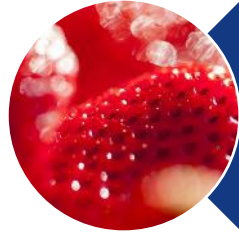


WISCONSIN DEPARTMENT
of HEALTH SERVICES

P-03671 (10/2024)

This Institution is an equal opportunity provider.

Web-based Farmer Training, 2025
Presented by Allie Valitchka, FMNP Coordinator



Overview of Farmers' Market Nutrition Program (FMNP)



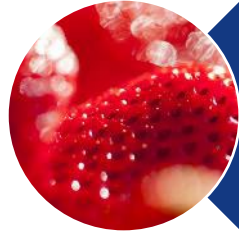
Eligible Foods



Check Deposit and Management



Equitable Treatment and Civil Rights



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Goals of FMNP

- Provide fresh, nutritious, locally grown, and unprepared fruits, vegetables, and cut herbs from local farmers at farmers markets and farmstands to The Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) participants and income eligible seniors.
- Increase awareness, use of, and sales at farmers markets and farmstands.



Timeline of FMNP

- Paper checks are issued to participants June–September.
- Checks can be used by participants with farmers June–October.
- Farmers must deposit checks by early November.



FMNP Authorized Vendor/Farmer

- Farmers must post the state provided yellow vendor sign including your farmer number.
- Farmers must not redeem FMNP checks for a non-authorized vendor.
- Farmers must not use participant FMNP checks to buy food for themselves or their business.
- FMNP checks can only be accepted at FMNP approved sites.
- Farmers must train their staff who handle FMNP checks.





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Eligible Foods

- Farmers can only accept FMNP checks for eligible foods.
- Eligible foods include Wisconsin grown, fresh, minimally processed produce including many varieties of fruits, vegetables, and cut herbs.
 - Eligible foods not grown in WI must be grown within 50 miles of the boarder and only sold in WI boarder counties.



Wisconsin WIC and Senior Farmers' Market Nutrition Program (FMNP)

Approved Food List

Vegetables

Asparagus
 Beans (all)
 Beets
 Bok choy
 Broccoli
 Brussel sprouts
 Cabbage (all)
 Carrots
 Cauliflower
 Celeriac
 Celery
 Corn (*not ornamental or popcorn*)
 Cucumbers
 Eggplant
 Fennel
 Greens (all)
 Kohlrabi
 Leeks
 Lettuce (all)
 Mushrooms

Okra
 Onions
 Parsnip
 Peas (all)
 Peppers (all)
 Potatoes (all)
 Pumpkins
 Radishes
 Rutabagas
 Scallions
 Shallots
 Spinach
 Sprouts
 Sunchokes
 Swiss chard
 Squash (winter)
 Squash (summer)
 Tomatoes
 Tomatilla
 Turnips
 Watercress

Fruits

Apples
 Berries (all)
 Cherries
 Grapes
 Ground cherries
 Melons
 Peaches
 Pears
 Plums
 Rhubarb

Herbs

Basil
 Chives
 Cilantro
 Cutting celery
 Dill
 Epazote
 Garlic
 Garlic chives
 Horseradish
 Lemon balm
 Lemon grass
 Lovage
 Marjoram
 Mint
 Oregano
 Parsley
 Rosemary
 Sage
 Summer savory
 Sorrel
 Tarragon
 Thyme

Non-Eligible Foods

- Foods that are not approved to be sold for FMNP checks include, but are not limited to:
 - Processed fruit or vegetable products such as jams/jellies, popcorn, juices/cider, baked goods of any kind including pies and breads.
 - Dried bean/peas, dried or tinctured mushrooms, cheese, eggs, meat, honey, syrup, nuts, seeds, ornamental corn, gourds, flowers/plants, and other non-food items.
- Fruits, vegetables, and herbs that are not grown in WI, or within 50 miles and sold in a WI border county, must be separated and labeled as they cannot be purchased using FMNP checks.





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FMNP Checks

- Farmers deposit checks for 1-to-1 reimbursement.
- Checks must be deposited by early November to ensure the farmer is paid.
- Checks can be deposited electronically or by mail and must be marked with the farmer's stamp, written number, or 'x' mark.
- Farmers will set up an online account using an onboarding email once training and paperwork are complete.
- The online account allows farmers to link a bank account to receive earnings, choose markets where they sell, and allow additional users access to scan checks.



Check Deposit - Electronic

- Once the online account is set up the farmer can download a free app and start scanning the QR codes on checks.
- Checks scan best with good overhead lighting and holding the camera on a smart device 2-3 inches from the QR code.
- Earnings are deposited once a week.



TPS RapidFMNP

Check Deposit - Mail in

- Farmers without a smart phone or tablet can mail in checks for deposit.
- The cost of shipping will be accrued by the farmer.
- Earnings are deposited weekly with a linked bank account or monthly for paper check payment.
- Include the mail in deposit form when mailing in the first batch of checks.



TPS Wisconsin FMNP Deposit Form Bank Account Registration by Mail

To register your bank account by mail for the 2024 FMNP season, please complete the following form. Please fill in all blank sections on this form and write as legibly as possible to ensure all information is accurate so payment is dispersed correctly. Diagrams are provided on the next page indicating where to find your bank account information on either a business or personal check.

When complete, please mail to:

RP Solutions
ATTN: FMNP Processing
P.O. Box 4200
Ithaca, NY 14850

First and Last Name: _____

Vendor ID: _____

Farm Name: _____

Bank Routing Number:
(9 digits)

Account Number:

Checking Account Savings Account

Tax ID (EIN) Number OR Social Security Number:
(9 digits)

Phone Number: _____

Check Transactions

- Accept FMNP checks as you would cash.
 - Participants do not need to sign the checks or show ID.
 - A friend or family member can use FMNP checks for a participant.
- Do not give change for purchases.
- If purchases are more than the amount of the check, participants can use cash or another check to pay the balance owed.



Check Management

- Farmers will not be paid for checks that have been lost or stolen.
- Please:
 - Stamp or mark the check immediately to indicate they have already been used.
 - Scan the check QR code as soon as possible with your app.
 - Store the check out of sight in a locked container if not yet scanned.
 - Mail in checks for payment as soon as possible if not using the app.





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Equitable Treatment of Participants

- Farmers must not be discriminatory towards FMNP participants or staff.
- Produce sold to FMNP participants must be the same quality and quantity as sold to other customers.
- Authorized farmers must not refuse to accept FMNP checks within the June 1-October 31st dates in exchange for approved foods.



Civil Rights

- Farmers can participate in FMNP if they meet FMNP eligibility requirements.
- Farmers will be monitored on a random basis. High-risk vendors are a priority.
- Farmers must not refuse to accept a FMNP check if it is properly presented.
- Farmers must offer FMNP participants the same courtesies as other customers.



Questions?

Please contact the WIC and Senior Farmers Market Nutrition Program Coordinator with questions at dhswicfmnp@dhs.wisconsin.gov

For more information, visit the FMNP Website at dhs.wi.gov/wic/fmnp

