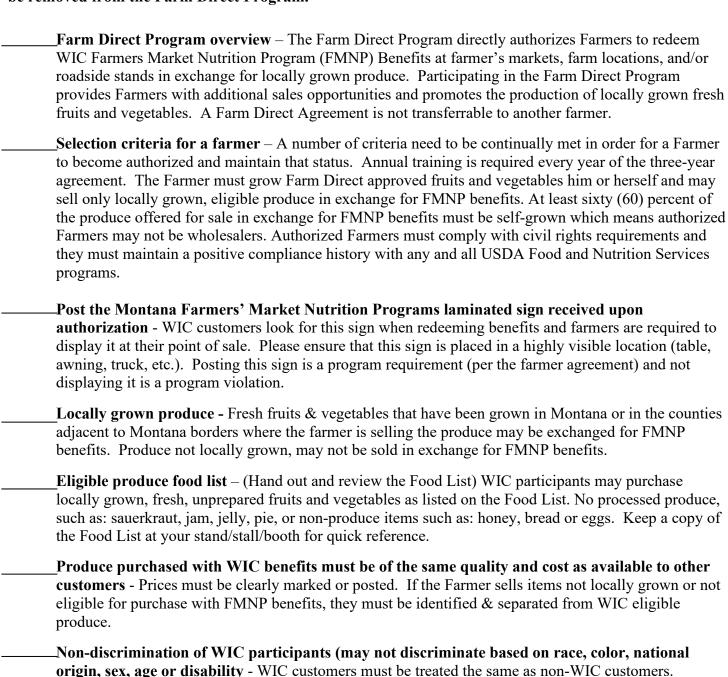
Annual Training for Authorized Farm Direct Farmer - Trainer Copy

Review the completed and signed Farm Direct Annual Training document to be sure updated information has been provided. Training must be done on an annual basis and may be done in a group or on a one-to-one basis. To prepare for the training, read the Farm Direct Handbook and become familiar with the program policies. Provide the Farmer with an updated copy of the Handbook. Use the following agenda to guide the training. Ensure the farmers have their questions answered and that they have a thorough understanding of the Farm Direct Program redemption process. Send the signed Annual Training Documentation forms to the State Office for review and processing. All authorized farmers must receive annual training before the beginning of the market season on June 15 or they will be removed from the Farm Direct Program.



Transaction Policies & Procedures - Please refer to page 11-12 of the Farm Direct Handbook and let's
take a look at the transaction procedures. Remember: No cash may be exchanged, and no change may be
given for FMNP benefits. The total amount of the sale may not exceed maximum value printed on the
benefit. However, WIC customers may purchase more than the value of the benefit and pay the
difference. If the cost of the items purchased exceeds the maximum value of the benefit you will need to
enter the maximum value of the benefit and the participant may pay the difference in a separate
transaction. Never write the amount of the overage on the benefit. If the WIC customer does not wish
to pay the overage, they may put something back to be at or below the benefit amount. Non-locally grown produce must be displayed separately. Farmers & their employees need to be physically present
to operate their own booth/table/stall.
to operate their own booth table stain.
How to redeem FMNP benefits – For 2024 the value of the WIC FMNP benefit is \$5.00.
Redemption procedures are illustrated in the Handbook on page 11-13. Please pay careful attention to
the steps in a WIC transaction. If these steps are not strictly followed, the Farmer may not be
reimbursed for the redeemed benefit. A WIC customer needs to confirm that the date of cashing is
within the valid dates printed on the FMNP benefit. Total the purchase and enter actual amount of sale
without exceeding the maximum value of the benefit. The WIC customer does not need to sign the
benefit. Be sure to stamp the benefit with the Farm Direct ID stamp before deposit.
Safe storage of the FMNP benefits - keep the redeemed FMNP benefits is a safe place, lost or stolen
FMNP benefits will not be replaced
Depositing FMNP benefits – FMNP benefits must be deposited with your bank by Oct. 31, 2024.
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Sending in rejected FMNP benefits for Review – FMNP benefits that are rejected by the bank
(missing stamp, ineligible stamp, etc.) may be sent into the State office for review, as long as they are
received no later than Oct. 31, 2024.
Violations & Sanctions are listed in the Farm Direct Handbook – Be sure to review these together
(pages 14, 15, and 16 in the Handbook).
Review the fair hearing rights and process together – (page 17 in the handbook).
Your local WIC Farm Direct contact is Please give them your contact info.
C WICOR 1 1 1 1 000 422 4200 2 2 WICEMBER
State WIC Office phone number is 1-800-433-4298 – use option 2 for WIC FMNP benefit redemption & rejection questions.
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Please provide Farmers with updated copies of the Food List, Redemption Guide, Training Guides, and Farm Direct Handbook. The stamp number will remain the same. Farmers' Market laminated signs were supplied at authorization and should be reused. If more copies are needed, please contact the State office.