

## EFNEP/WIC MEMORANDUM OF AGREEMENT

### Purpose

The Expanded Food and Nutrition Education Program (EFNEP) and the Special Supplemental Food Program for Women, Infants and Children (WIC) provide nutrition education for low income clients. The purpose of this Memorandum of Agreement is to facilitate the more effective and efficient use of funds and to improve the quality and quantity of nutrition education to pregnant and parenting adolescents served by EFNEP and WIC.

### Background

Both EFNEP and WIC have long histories of improving the health and well-being of women and children. Research demonstrates that their methodologies yield a high return in terms of the prevention of health problems and self-sufficiency. Although there has been cooperation in the past, closer coordination is sought to assure more effective referrals, communication and client service.

Of particular concern to both agencies are pregnant and parenting adolescents. This population is at great risk of inadequate prenatal care and nutrition, pregnancy and childbirth complications, substance and child abuse, low birthweight infants and low breastfeeding rates. The Plan of Work initiative will target this population so that more pregnant and parenting adolescents will receive nutrition education. The initiative will also facilitate a more comprehensive, intensive and multi-agency-coordinated nutrition education effort.

Specific objectives of this initiative are: 1) to increase **interagency cooperation** among EFNEP, WIC and other agencies and reach an increased number of the "neediest" WIC clients in the most effective, efficient manner; 2) participating individuals will acquire the **knowledge and skills** that contribute to nutritionally sound diets and a healthy lifestyle; 3) participating individuals will acquire **behaviors** that contribute to nutritionally sound diets and a healthy lifestyle; and 4) to study and make recommendations on an **integrated data collection system** between EFNEP, WIC and the Office of Maternal and Child Health in order to make service policy and practice recommendations.

### Expanded Food & Nutrition Education Program Responsibilities

The Expanded Food and Nutrition Education Program (EFNEP) is under the direction of the West Virginia University Extension Service and the United States Department of Agriculture. The Extension Service and EFNEP will provide primary leadership for this initiative. EFNEP agrees to:

1. together with WIC, form a multi-agency Advisory Committee (State Agency),
2. give direction and support to Advisory Committee activity (State Agency),
3. develop a memoranda of agreement with interested agencies

- (State Agency),
4. hire, supervise and support paraprofessionals in selected counties to conduct nutrition education programs (State Agency),
  5. together with WIC and other interested agencies, develop a formal communication and referral system (State Agency),
  6. plan and conduct on-going training of EFNEP and WIC staff (State Agency),
  7. recruit and train Helping Mother volunteers (State and Local Agency),
  8. refer EFNEP clients to WIC and other agencies for additional services (Local Agency), and
  9. together with WIC and other agencies, document program impact and efforts (State and Local Agency).

**Special Supplemental Food Program for Women, Infants & Children Responsibilities**

The Special Supplemental Food Program for Women, Infants, and Children (WIC) is under the direction of the West Virginia Department of Health and Human Resources, Bureau of Public Health, Office of Nutrition Services, and the United States Department of Agriculture, Food Nutrition Services. The WIC Program agrees to:

1. actively participate on a multi-agency Advisory Committee (State and Local Agency),
2. participate in the development of a formal communication and referral system (State and Local Agency),
3. plan and conduct on-going training of EFNEP staff in the areas of breastfeeding promotion and nutrition education (State and Local Agency),
4. refer WIC participants to EFNEP for additional services in areas with expanding EFNEP programs (Local Agency), and
5. assist EFNEP in documentation of program impact and efforts by providing data on weight gain during pregnancy, breastfeeding status, and other indicators regarding outcome of pregnancy (State Agency).

**Summary of Responsibilities & Timetable:**

<u>Target Date</u>	<u>Task</u>	<u>Responsible Agency</u>
July 1993	EFNEP paraprofessionals hired fulltime	EFNEP
August	Advisory Committee formed	EFNEP-WIC
	Memoranda of Agreements developed	EFNEP-agencies
	Orientation of EFNEP-WIC staff	EFNEP-WIC
September	Curriculum & breastfeeding training for EFNEP-WIC-others	EFNEP-WIC
	Referral/communication system developed	EFNEP-WIC
	EFNEP paraprofessionals trained in volunteer development	EFNEP
October	New EFNEP-WIC clients begin	EFNEP-WIC

November	referral-education program Helping Mother volunteers recruited and trained	EFNEP
December	Annual progress report submitted	EFNEP
January 1994	Ongoing paraprofessional training, client referral and education	EFNEP-WIC
	EFNEP-WIC-Office of Maternal & Child Health data collection system analysis	EFNEP-WIC
July	EFNEP-WIC-OMCH recommendations	EFNEP-WIC-OMCH
December	Annual progress report submitted	EFNEP
January 1995	Ongoing paraprofessional training, client referral and education	EFNEP-WIC

Assurances

1. EFNEP shall assure the WIC Program that any information obtained under this Agreement shall be disclosed to a third party only if the identity of the individual is protected. Confidentiality of information will be maintained and safeguarded according to Departmental requirements and USDA/FNS regulations FNS Instruction 800-1.

Termination

1. All problems encountered in coordinating the two programs shall be resolved between the State WIC Director and the State EFNEP Director. Should a determination be made regarding non-compliance of any procedure outlined in this Memorandum, or the Memorandum is no longer serving in the best interest of the WIC Program or its participants, the State WIC Director has the authority to cancel this Agreement with 30 days written notice.

The Expanded Food and Nutrition Education Program and the Special Supplemental Food Program for Women, Infants and Children are jointly committed to this initiative and establish this agreement effective August 1, 1993.

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