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http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(1) mail: U.S. Department of Agriculture

Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW

Washington, D.C. 20250-9410;

(2) fax: (202) 690-7442; or

(3) email: program.intake@usda.gov.

This institution is an equal opportunity provider.

What is WIC?

New Jersey WIC Services provides supplemental nutritious foods to pregnant, breastfeeding and postpartum women, infants and children up to the age of five.

WIC services include nutrition education and counseling, breastfeeding promotion and support, immunization screening and health care referrals. Enrollment is open to all eligible applicants.

How Can WIC Help

WIC is an income-based nutrition program for pregnant women and women who recently had a baby, infants, and children up to the age of five. WIC offers:

- ♥ nutrition education
- ♥ breastfeeding education and support
- ♥ checks for free nutritious food
- ♥ health care referrals
- ♥ voter registration

Eligibility Requirements

If you are:

- ♥ Pregnant
- ♥ Postpartum (up to six months after delivery)
- ♥ Breastfeeding (up to one year if still breastfeeding)
- ♥ An infant or a child up to five years of age

And:

- ♥ Have a nutrition or medically related health risk
- ♥ Live in New Jersey (proof of residency required)
- ♥ Meet income guidelines (proof of income required)

How Do I Apply?

Please call the WIC office at **609-498-7755** for an appointment. Follow the instructions inside this brochure when planning for your appointment.



The Children's Home Society

O F N E W J E R S E Y ®

Founded in 1894, The Children's Home Society of New Jersey is a nonsectarian, non-for-profit private agency that promotes the welfare of infants, children, adolescents and parents throughout New Jersey and Bucks County, Pennsylvania. As a comprehensive counseling, placement, parenting education and child care agency, CHSofNJ touches the lives of over 44,000 infants, children and families each year.

Mission

We save children's lives and build healthy families.

Values

We value services that work, that are all evaluated, and that help children and parents to help themselves. Our services are delivered with dignity, cultural sensitivity and respect for our clients.

Vision

Every child is in a safe, caring, and permanent family. All children and parents have the skills and knowledge they need to help themselves long after our active case involvement ends.

Major Service Areas

- ♥ Child Welfare/Permanency
- ♥ Clinical/Mental Health
- ♥ Early Childhood and Parenting Education
- ♥ Maternal/Child Health, & Family Services
- ♥ School Based
- ♥ Kinship
- ♥ Head Start/Early Head Start



Licensed Adoption Agency in New Jersey and Pennsylvania
CHSofNJ will not factor the Adoptive Family's race, ethnicity, national origin, religion, marital status, or sexual orientation into its decision to approve or not approve the Adoptive Family's home study.

The Children's Home Society of New Jersey
635 South Clinton Avenue, Trenton, NJ 08611
(609) 695-6274 ♥ Fax (609) 394-5769
www.chsofnj.org
www.facebook.com/CHSofNJ

CHS Mercer WIC Program



Special Supplemental Nutrition Program for Women, Infants, and Children



The Children's Home Society

O F N E W J E R S E Y ®

Saving Children's Lives and Building Healthy Families Since 1894

Locations

CHSofNJ MERCER WIC PROGRAM

To make an appointment: (609) 498-7755 | Fax: (609) 571-9540
Website: www.wicmercer.org

416 Bellevue Avenue

Trenton, NJ 08618 | Phone: (609) 498-7755
Monday, Tuesday, & Thursday : 8:30am- 5:00pm
Wednesday 10:30am- 7:30pm
Friday – **Appointment Needed**
Saturday 2nd and /or 3rd 8:30- 4:00- **Appointment Needed**
Walk-ins are welcome Monday - Thursday

CHS South Clinton

635 South Clinton Avenue, Trenton, NJ 08611
Phone: (609) 498-7755
1st Friday of every month 8:30am- 12:00pm
Every other Wednesday- **Appointment needed**

Hamilton Health Department

McManimon Building
320 Scully Avenue, Hamilton, NJ 08610
Phone: (609) 498-7755 | (609) 610-0496 | (609) 610-0338
1st & 4th Friday of every month
8:30am- 4:00pm- **Appointment needed**

Princeton Twp. Municipal Building

400 Witherspoon Street, Princeton, NJ 08542
Phone: (609) 498-7755 | (609) 610-0496 | (609) 610-0338
3rd Friday of every month
8:30am- 4:00pm- **Appointment needed**

First Baptist Church of Hightstown

125 South Main Street, Hightstown, NJ 08520
Phone: (609) 498-7755 | (609) 610-0496 | (609) 610-0338
2nd and 4th Friday of every month and 3rd Fridays in some months.
8:30am- 4:00pm- **Appointment needed**

Frequently Asked Questions

What Must I Bring to My Appointment?

For your first appointment and recertification appointments, **please bring all of the following:**

- ♥ every woman, infant, or child applying for WIC
- ♥ your Medicaid or Families First cards, if applicable
- ♥ proof of **household income** no more than 30 days old (includes paystubs, unemployment, Social Security; disability, child support, alimony, etc.)
- ♥ proof of address in your name, no more than 30 days old (a letter mailed to you, a utility bill, your lease, etc.)
- ♥ proof of identity for each person who is applying for WIC (WIC ID folder, driver's license, crib card, social security card, or birth certificate)
- ♥ your children's immunization records

What Is A Certification Period?

A **certification period** is the time when you are eligible to receive WIC benefits. When your certification period ends, you will need to recertify. For **recertification** appointments, refer to “What Must I Bring to My Appointment?” above.

What Foods Can I Buy With my WIC checks?

Your **Authorized Foods List** names all the types, sizes and brands of WIC foods we allow. Notice that it lists specific juices, cheeses, cereals, fruits & vegetables. These are the only ones allowed.

Each check tells you exactly what size and type of food to buy with that check. You can not choose different sizes or types. NOTE: Spend each check within its valid dates.

Expired checks are not replaced!

What if I Lose My Checks or ID?

Lost checks are not replaced, so please keep them in a safe and secure place. Call the WIC office to report a lost or damaged ID or stolen checks. Stolen checks may be replaced if you provide a police report. WIC ID folders can always be replaced if you bring in a proof of ID.

What if I Move?

Call WIC immediately. If you move within the area, please let us know your new address. If you leave New Jersey, we can arrange to transfer you to another WIC program.

What Should I Feed my Baby?

WIC encourages women to breastfeed their babies for the best infant nutrition and a healthy start. Our Breastfeeding staff is here to help!

If you choose to formula feed, WIC provides **only iron-fortified formula** until your baby is 1 year old. WIC is a supplemental program, and does not provide all of the food you will need for the entire month.

Your WIC checks will allow you to buy **only** the brands approved by the State WIC Office. You cannot exchange WIC approved formula for another brand at the store.

What is an Alternative Authorized Representative/Proxy?

If the Authorized Representative signs a form designating an Alternate Authorized Representative, the other parent or a legal guardian may represent an infant or child at a recertification. An Alternate must be at least 18. This Alternate can serve as a Proxy too. If the Authorized Representative wants only a Proxy, they can choose anyone over the age of 16 just to pick up checks or cash them at the store. Ask the WIC representative about choosing an Alternate Authorized Representative or a Proxy. An Alternate and a Proxy must know what foods are allowed and how to cash the checks.

What Other Help is Available?

Ask any WIC staff member for a list of local programs that may help you (daycares, SNAP, Medicaid, food pantries, utility assistance programs, shelters, etc).

When Will WIC Benefits Stop?

Eligibility will end if:

- ♥ your child reaches 5 years of age
- ♥ you stop breastfeeding and your baby is 6 mo. or older
- ♥ your family income exceeds WIC limits
- ♥ you do not recertify after your eligibility period expires

You may be **disqualified (terminated)** if you:

- ♥ enroll in more than one WIC program or clinic at the same time, including those in PA, NY, or DE
- ♥ give false information about your income, family size, residence, etc.
- ♥ steal WIC checks
- ♥ sell WIC checks or WIC food to others
- ♥ physically or verbally abuse or threaten WIC staff or a store employee
- ♥ use WIC checks to buy foods that are not authorized
- ♥ take cash or credit for WIC checks instead of buying authorized foods
- ♥ spend or try to spend checks reported as lost or stolen;
- ♥ make changes to your checks, like alter the date or food amount
- ♥ exchange WIC formula or food for other brands
- ♥ spend checks before or after the dates listed on them
- ♥ let someone other than your Proxy or Alternate Authorized Representative use your checks or WIC ID
- ♥ spend your checks at a store that is not authorized to cash your checks

These actions can result in either a warning letter or disqualification. If you are disqualified, you will not be allowed to reapply until the disqualification period expires. You may have to pay back benefits you were not supposed to receive.

If I Lose My Benefits, Can I Appeal?

If you are denied benefits or are disqualified, you may ask for a **Fair Hearing** within 60 days of notification. You or your representative may call, write, or visit the WIC office to request a Fair Hearing.