

**Foods for the New York State WIC Program
Request for Information (RFI)
Frequently Asked Questions**

Updated 3/17/08

New Information about Electronic Images:

NYS WIC was asked to provide electronic images to USDA to share with other state WIC programs.

If available, please provide a separate, clearly labeled CD that includes the images for the products you are including in your response to this RFI.

Please note that this request does not replace the requirement to provide actual product flats and labels with your response.

Q: Our Products are not available in New York State, but are in some states in the New England region. How should we enter the "Suggested Retail Price"?

A: If your company's products are not available in New York State, use an "X" to indicate you are not entering a price in the "Suggested Retail Price" cell.

Q: We have Market Basket information on our products for some of the New England states as well as New York State; can we include this with the rest of our documentation?

A: Yes, any information of this type is welcome.

Q: How many decimal places do you prefer for the serving size? Or, is that at our discretion? I have serving sizes from 1-3 decimal places, but I can round them if you wish.

A: Up to three as necessary.

Q: We had a problem in that we got a difference in serving size based on whether we: a) divide the total weight by the approximate servings per container, or b) take the grams per serving and convert it into ounces.

A: Please use method "a", and divide the total weight by the approximate servings per container.

Q: If each 8 oz serving of orange juice, for example, has 60 mg of Vitamin C (which would be the 100% RDA of Vitamin C), would I list it in the Excel chart as 60 mg? Therefore, would entering "60 mg" be acceptable for the Excel chart?

A: No. Each 8 oz serving of orange juice (containing 60 mg of Vitamin C) equals 237 ml. The RFI requests the information on the amount of 100 ml of Juice product, which is equivalent to 42.19% of 237 ml. 60 mg of Vitamin C multiplied by 42.19% equals 25.32 mg of Vitamin C.

Q: Package Flats and Product Label - if the actual packaging is not available would a printed 8 1/2 x 11 (color) copy work? It would be the actual flat, just in a smaller size version.

A: No. Package Flats and Product Labels are a requirement of the submission of all foods for consideration. We will not accept color copies or digital images in the place of the actual Product Flat or Label. Please send the can, bottle, bag, oversized box, package flat or label for each product and product size.

Q: I am looking at one of my canned vegetable items, a can of mushrooms, which lists both a net weight (NET WT. 6.5 oz) and a dry weight (DR WT. 4 oz). Which one would I use for the "Container Size" section on the WIC food chart?

A: Please use the NET Weight for your response.

Q: Under the Geographic Key, if a national product (like Post Cereal) is available in all states, do I write #5-10 for "Geographic Availability" on the chart? Or, do I just write #5 for statewide in NY?

A: Please use the method you describe, 5-10. If available in only selected states indicate as: 5, 6,7,10.

Q: The form does not indicate a request for any information on Infant Cereal. Why not?

A: If any of your infant cereal products meet the specifications listed in the Request for Information (RFI) for breakfast cereal, either whole grain or non-whole grain (see pages 4-5), you must submit them for consideration following the instructions that begin on page 14 of the RFI. This RFI addresses cereal for women and children, rather than for infants, however infant cereal has traditionally been a "hot cereal" option for women and children in the NYS WIC program (see page 23 of the RFI).

Q: Would you like our response back electronically or hard copy via mail?

A: Both. You must submit them for consideration following the instructions that begin on page 14 of the RFI. Remember to include actual package flats and product labels.

Q: I've noticed on the tab for the juices the first row does not allow the product name to be printed. What can we do?

A: This was an error in the construction of the table due to some last minute updates; please use the next row down.