

# **MI-WIC POLICY**

## ***Eligibility/Certification***

### **2.0 Eligibility/Certification**

*Effective Date: DRAFT*

#### **2.02 Residency**

**PURPOSE:** To insure that applicants to the WIC Program provide evidence that they reside in Michigan (or within its Tribal Agencies) to minimize the possibility of enrollment in more than one State WIC Program.

#### **A. POLICY**

1. The documentation of proof of Michigan residency is required for enrollment, transfer and at each certification in the Michigan WIC Program.
2. Persons who are temporarily residing in Michigan, such as on military leave or vacation, and are *currently enrolled* in another state's WIC Program or WIC Overseas are eligible to transfer to Michigan immediately upon provision of proof of residency and verification of current WIC certification in another state. (See Policy 3.05 Transfer)
3. Proof of residency shall not constitute a barrier to any applicant, particularly to a person who is mobile, such as a homeless person, a person in the military or a migrant family member.
4. Length of residency cannot be a prerequisite to receiving WIC benefits.
5. Acceptable forms of proof of residency include:
  - a. Michigan ID
  - b. Voter registration
  - c. Utility or rent/mortgage receipt
  - d. Passport/Visa
  - e. Homeless shelter address
  - f. Mihealth card
  - g. Driver's license
  - h. Other records that the WIC State Agency considers adequate to establish residency
6. Local agencies are responsible for provision of WIC services to Michigan applicants who reside within their designated service area (i.e., county or tribe). Local agencies may also provide services to applicants who reside outside their designated service area if caseload permits.
7. An applicant who has proof of residency but did not bring it to the certification appointment shall be certified. If proof of residency is not provided within 60 days, the client shall be terminated. This will be considered a "short certification".

8. An applicant with no proof of residency shall be fully certified with the completion of an attestation form. This may include, but is not limited to:
  - a. A victim of theft, loss or disaster.
  - b. A homeless individual.
  - c. A migrant.
  - d. A person (transferring to Michigan) holding a WIC VOC card.
  - e. A person who has recently moved into the service area.
9. Applicants who are unable to provide proof of residency during the initial enrollment onto the WIC program shall be required to provide proof at the next certification.
10. U.S. citizenship is not required for Michigan WIC eligibility.
11. Residency need not represent a legal address/residence (e.g., homeless shelter, migrant farmworker housing, or other less traditional housing arrangement such as living with other people or “on the street” are acceptable).
12. The agency personnel that confirms residency should document the form of documentation utilized in the client’s record.
13. For EBT security, an address must be documented in the system for clients who are homeless or indicate a “no mail” preference. Local agencies may develop policy related to the address that will be stored in the data system for these clients.

Reference:

Public Law 105-336-October 31, 1998

USDA WIC Policy Memorandum #99-4 March 11, 1999: Strengthening Integrity in the WIC Certification Process  
7 CFR 246.7c

Cross Reference:

Policy 3.05 Transfers