

Appendix U

WiSP State Plan Training

The WiSP application will support State Plan submission. State Plans are the principal source of information about how each State agency operates WIC, FMNP, and SFMNP. Federal regulations require that substantive changes to a State Plan be collected for approval and that full and complete records concerning Program operations are maintained. State agencies form their State Plan submissions based on their work during an average year.

This collection will use the information to ensure the efficient management of WIC, FMNP, and SFMNP operations through State plans. The collection does not request personally identifiable information under the Privacy Act of 1974. Responses will be kept private to the extent provided by law and FNS regulations. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-XXXX. The time required to complete this information collection is estimated to be 3 hours of live training per respondent for waivers and again for State plans and the use of the recorded trainings throughout waiver and State plan processes. This burden is expected to decrease over time as respondents become familiar with the new application.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to:

U.S. Department of Agriculture, Food and Nutrition Service,
Office of Policy Support,
1320 Braddock Place, 5th Floor, Alexandria, VA 22314.
ATTN: PRA (0584-XXXX).

Do not return the completed form to this address

OMB Control Number: 0584-NEW

Expiration: xx/xx/xx



Waivers and State Plans (WiSP) State Plan Module Presentation

State Agency Users

May 2025



Agenda

- Welcome & Objectives
- Introduction to WiSP
- System Requirements
- Key Features
- State Agency User – Demo
- Q&A



Welcome to WiSP State Plans for State Agency Users

Learning Objectives

At the end of this session, you will be able to:

Understand the purpose and functionality of the application.

Learn how to navigate the interface.

Perform key tasks using the application.



Introduction to WiSP

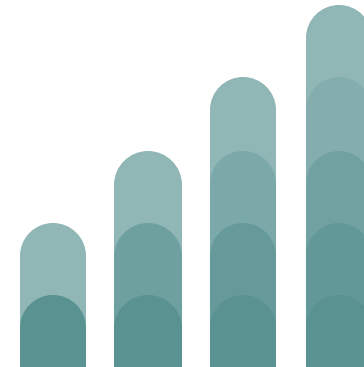


Background

- State Plans are submitted on an annual basis
- State Plans and supporting documents were submitted via PartnerWeb
- State Plans were processed manually
- Communication between FNS and State Agencies was done through email
- Some supporting docs stored in shared folders

New WiSP

- Automate processes
- Centralized location
- Save time
- Better accuracy in results



System Requirements



Browser

- Edge
- Chrome



Access

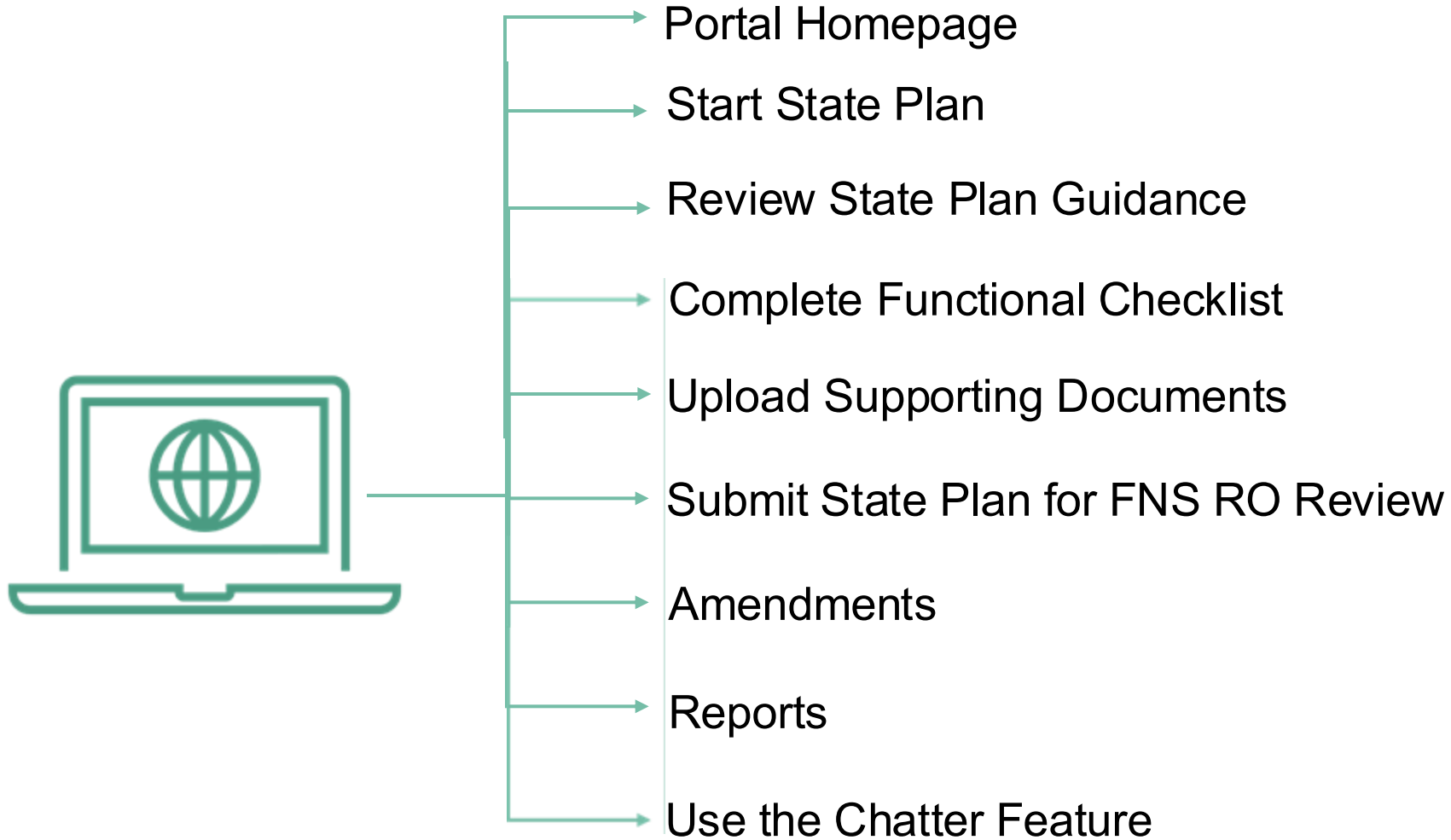
- Login.gov Credentials Required



URL

- <https://fncs.lightning.force.com/>

WiSP State Agency User Features

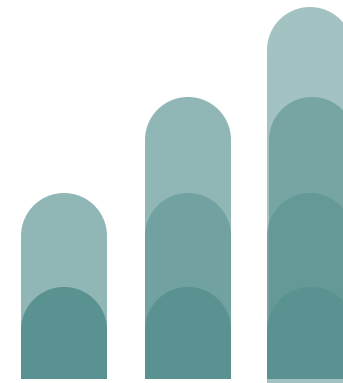
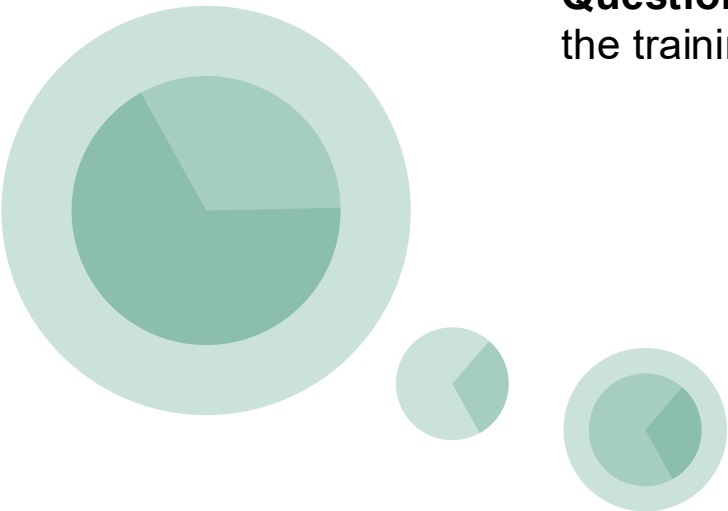


Demonstration Expectations

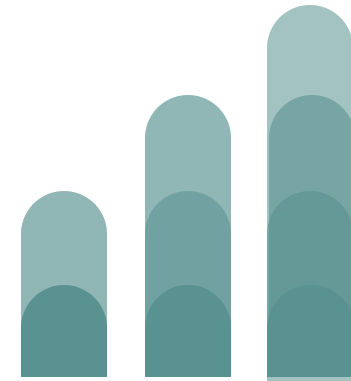
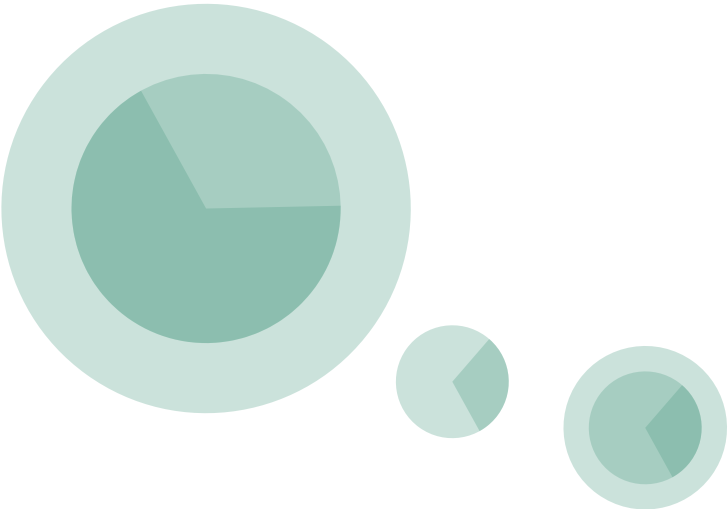
Production Log In: Using your Login.gov credentials, log in to the WIC Gateway landing page and choose the WiSP Application.

Screen share: There may be intermittent pauses in the screen share while preparing different scenarios for demonstration.

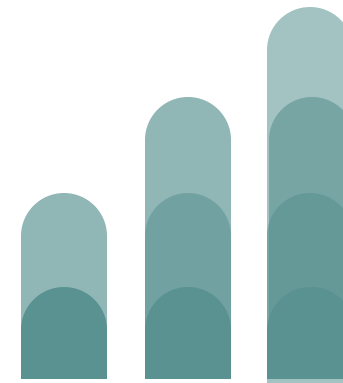
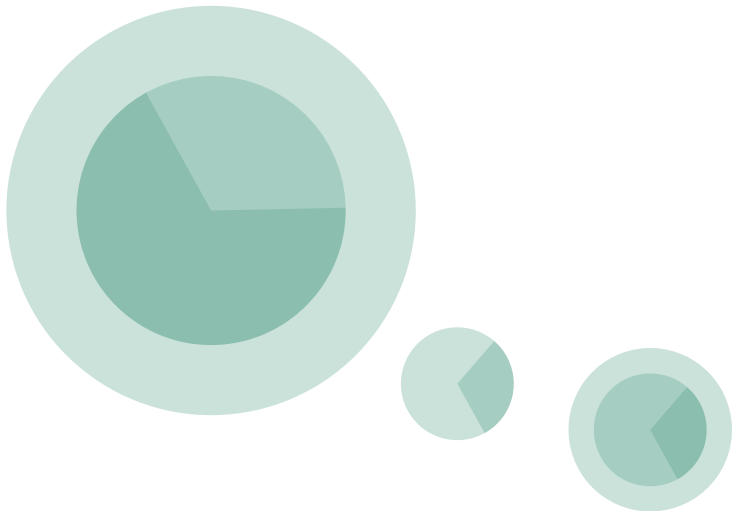
Questions: Any business process questions will be addressed by PIMB after the training session.



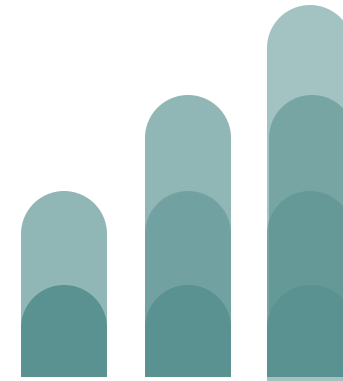
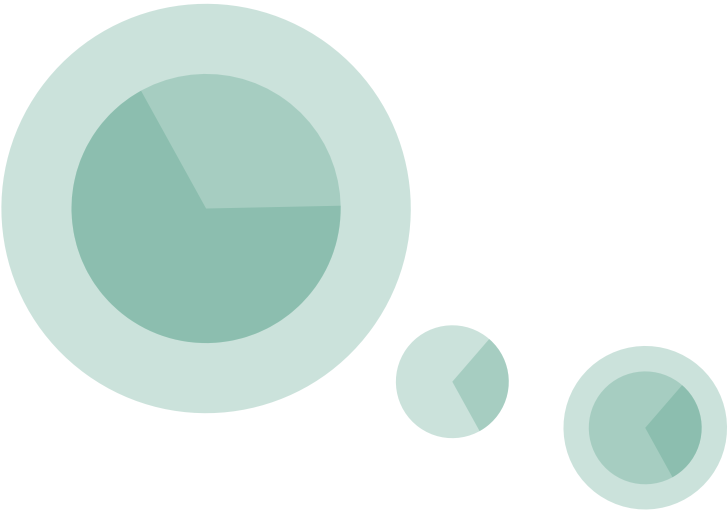
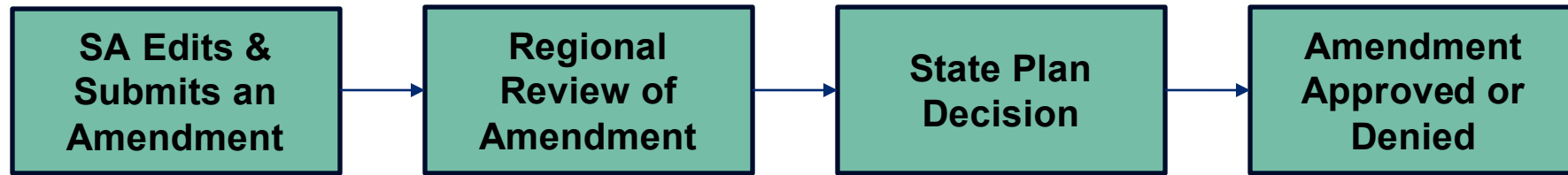
SPG Life Cycle



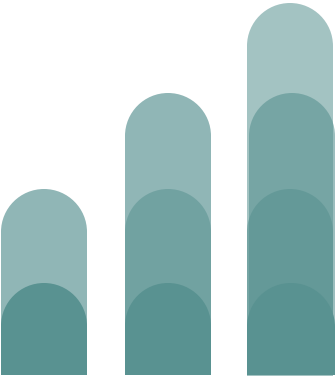
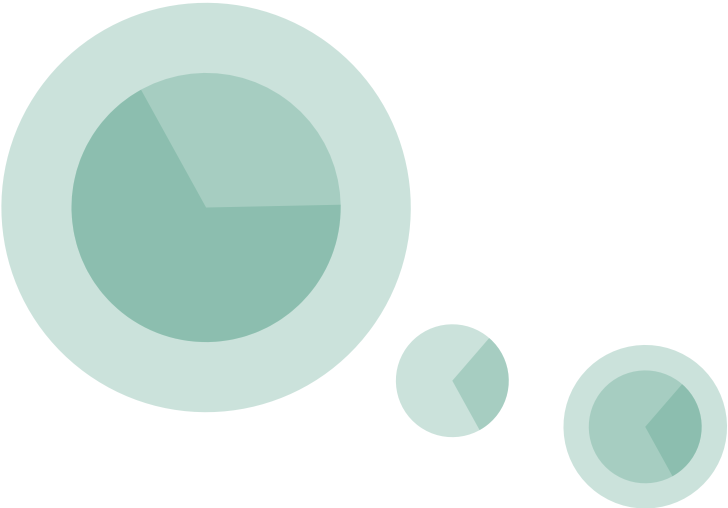
State Plan Life Cycle



Amendment Life Cycle



Live Demonstration



Questions



Food and Nutrition Service
U.S. DEPARTMENT OF AGRICULTURE