

**261—211.9(15F) Application procedure.** Subject to availability of funds, applications will be accepted by the board quarterly. Authority staff will review applications for completeness and eligibility. A review, analysis and evaluation from the authority staff will be submitted to the CAT and vision Iowa program review committees of the board, which will then make a final recommendation to the complete board for final approval, denial or deferral.

**211.9(1)** Applicants must submit a notice of intent to apply on a form provided by the authority. The authority will send standard application forms to those applicants who have submitted a notice of intent to apply. The notice of intent to apply form will be available on the authority web page. The authority can waive this requirement for good cause.

**211.9(2)** Authority staff may provide technical assistance as necessary. Authority staff and board members may conduct on-site evaluations of proposed projects.

**211.9(3)** Applications shall include, at a minimum, the information detailed in application requirements.

**211.9(4)** Incomplete or ineligible applications will not be forwarded to the board for review.

[**ARC 8034B**, IAB 8/12/09, effective 7/17/09; **ARC 8213B**, IAB 10/7/09, effective 11/11/09; **ARC 4513C**, IAB 6/19/19, effective 7/24/19; Editorial change: IAC Supplement 7/10/24]