

**441—58.7(29C) Contested cases.****58.7(1) Reconsideration.**

*a.* The household may request reconsideration of decisions regarding eligibility and the amount of assistance awarded.

*b.* To request reconsideration, the household shall submit a written request to the DHS Division of Field Operations—Emergency Assistance, 1305 East Walnut Street, Des Moines, Iowa 50319-0114, within 30 days of the date of the letter notifying the household of the department’s decision.

*c.* The department shall review any additional evidence or documentation submitted and issue a reconsideration decision within 30 days of receipt of the request.

**58.7(2) Appeal.** The household may appeal the department’s reconsideration decision according to procedures in 441—Chapter 7.

*a.* Appeals must be submitted in writing, either on Form 470-0487 or 470-0487(S), or in any form that provides comparable information, to the DHS Appeals Section, 1305 East Walnut Street, Des Moines, Iowa 50319-0114, within 30 days of the date of the reconsideration decision.

*b.* A written appeal is filed on the date the envelope sent to the department is postmarked or, when the postmarked envelope is not available, on the date the appeal is stamped received by the agency.

[**ARC 9312B**, IAB 12/29/10, effective 3/1/11; **ARC 1353C**, IAB 3/5/14, effective 5/1/14; **ARC 3058C**, IAB 5/10/17, effective 7/1/17; **ARC 6850C**, IAB 2/8/23, effective 4/1/23]