

441—38.3(225C,217) Application under competitive process.

38.3(1) *Contract cycle.* The governor's DD council and director will announce, through public notice, the openings of an application period for projects. Applicants for contracts shall submit first a letter of intent and then a proposal by deadlines specified in the announcement. Exceptions to the application process may be granted and shall be specified in the public notice.

38.3(2) *Letter of intent.* The letter of intent must clearly identify the applicant and specify the category or service to be addressed in the project. Only letters of intent received by the deadline specified in the public notice will be considered. Applicants will be given a written acknowledgment of their letter of intent and an application packet.

38.3(3) *Proposal.* Applicants shall submit the proposal to the governor's DD council on Form 470-2366, "Developmental Disabilities Application Package." If a proposal does not contain the information specified in the application package or if it does not arrive by the due date specified in the announcement, it will be disapproved.

If additional application information is viewed as necessary by the council, it will be specified in the application packet.