

**261—211.9 (15F) Application procedure.** Subject to availability of funds, applications are reviewed by IDEED staff on an ongoing basis and reviewed at least quarterly by the board. Applications will be reviewed by staff for completeness and eligibility. If additional information is required, the applicant shall be provided with notice, in writing, to submit additional information. A review, analysis and evaluation from the IDEED staff will be submitted to the CAT and vision Iowa program review committees of the board, who will then make a final recommendation to the complete board for final approval, denial or deferral. The vision Iowa board has the option of funding a component of a proposed project if the entire project does not qualify for funding.

**211.9(1)** Application forms shall be available upon request from IDEED, 200 East Grand Avenue, Des Moines, Iowa 50309; telephone (515)725-3197; and on IDEED's Web site at [www.iowalifechanging.com](http://www.iowalifechanging.com).

**211.9(2)** IDEED may provide technical assistance to applicants as necessary. IDEED 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 rule 211.8(15F), application review criteria.

[ARC 8034B, IAB 8/12/09, effective 7/17/09]