

567—109.4(455B,455E,455J) Requirements for financial assistance programs. In addition to any of the requirements of Iowa Code chapters 455B, 455E and 455J, the following requirements shall be met.

109.4(1) *Requests for financial assistance.* Requests for financial assistance must be made by applicants on the relevant program application form provided by the department and according to accompanying guidance documentation that specifies program criteria.

109.4(2) *Awards and agreements for financial assistance.*

a. Recipients shall enter into a written agreement with the department for the purposes of implementing the project for which financial assistance has been awarded. The agreement shall be signed by the appropriate department signatory and the recipient's authorized signatory.

b. A written agreement must be executed between the department and the award recipient prior to the recipient incurring expenses. Awarded funds are disbursed on a reimbursable basis and are not to be incurred prior to executing a written agreement.

c. The department may terminate agreements and seek the return of funds released under the agreement for failure by the recipient to perform under the terms and conditions of the agreement.

d. Amendments to agreements may be adopted by mutual written consent of the department and the recipient.

e. The department reserves the right to offer financial assistance awards in an amount less than that requested by the applicant.

f. For funds to be disbursed, the recipient shall be in compliance with all applicable statutes and regulations as specified in the written agreement.

[ARC 0488D, IAB 8/19/26, effective 9/23/26]