

265—24.6(16) Redetermination of eligibility.

24.6(1) *Time of completion.* A redetermination of eligibility for rent subsidy payments shall be completed:

- a.* At least once every 12 months.
- b.* When a change in circumstances occurs that affects eligibility in accordance with rule 265—24.3(16).
- c.* If the person moves from the residence stated on the application.
- d.* When there is a change greater than \$40 in estimated gross monthly income.

24.6(2) *Renewal notice.* The authority shall send a renewal notice at least 60 calendar days before the deadline date for annual redetermination of eligibility.

a. The recipient shall submit the completed Application for HCBS Rent Subsidy and required verification materials to the Iowa Finance Authority, HCBS Rent Subsidy Program, 2015 Grand Avenue, Des Moines, Iowa 50312.

b. If the authority does not receive the completed application and verification of continuing eligibility by the thirtieth day following the date of notification, the person's rent subsidy shall be terminated.