

261—303.4(15) Program administration.

303.4(1) *Administering agency.* The cultural and entertainment district certification program will be administered by the authority.

303.4(2) *Advisory committee.* The director shall appoint a cultural and entertainment district advisory committee composed of individuals knowledgeable in subjects including but not limited to historic preservation, arts, tourism, and economic development to advise the director on the various elements of the program. The advisory committee shall have nine members who serve three-year staggered terms. At least one member will be a representative from the authority.

303.4(3) *Request for proposals (RFP).* The authority will distribute a request for proposals that describes the cultural and entertainment district certification program, outlines eligibility requirements, and includes an application and a description of the application procedures.

303.4(4) *Applications.* The authority shall develop and make available a standardized application pertaining to the certification of cultural and entertainment districts. Applications may be obtained by contacting the Iowa Economic Development Authority, 1963 Bell Avenue, Suite 200, Des Moines, Iowa 50315; telephone 515.348.6200; www.iowaeda.com.

303.4(5) *Deadline.* A completed application shall be returned to the authority, postmarked no later than the date specified by the authority in the RFP, and shall contain the information requested in the application.

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