

## **ATTACHMENTS**

- A Designation Letter
- B Iowa Code (state legislation)
- C 2025 Iowa Acts, Senate File 626 (state legislation)
- D Iowa Administrative Code (state regulations)
- E State Plan distribution communications
- F Notice of public inspection and public hearing announcement
- G Legislative hearing documentation
- H CSBG Eligible Entities
- I Planned Allocation (FFY 2026 and FFY2027)
- J Monitoring of CSBG Eligible Entities
- K Monitoring Policies
  - Iowa CSBG Policies and Procedures Manual (01-23-2025):
    - CSBG Program Reviews (pages 20-29)
    - Fiscal Monitoring (page 28)



KIM REYNOLDS  
GOVERNOR

**OFFICE OF THE GOVERNOR**

ADAM GREGG  
LT GOVERNOR

July 18, 2023

Lanikque Howard, Ph.D.  
Director  
Office of Community Services  
Administration for Children and Families  
U.S. Department of Health and Human Services  
330 C Street SW  
Washington, D.C. 20201

RE: Designation of Lead State Agency to Administer the CSBG Program

Dear Dr. Howard:

As Governor of the State of Iowa and in accordance with Section 216A.92 of Iowa Code, I write to designate the Iowa Department of Health and Human Services, Division of Community Access, Community Action Agencies unit, to act as the lead agency for the administration of the Community Services Block Grant (CSBG).

The administrator of the Community Action Agencies unit will serve as the State CSBG Official and CSBG Program Contact Person.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Reynolds".

Kim Reynolds  
Governor

## CHAPTER 216A

## DEPARTMENT OF HEALTH AND HUMAN SERVICES — HUMAN RIGHTS

Referred to in [§11.6](#), [256E.7](#), [256F4](#), [261E.9](#)

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216A.138	Multiagency database concerning juveniles.	216A.165	Duties. Repealed by 2024 Acts, ch 1170, §464.
216A.139	Sex offender research council. Repealed by 2019 Acts, ch 156, §8.	216A.166	Office of Native American affairs. Repealed by 2024 Acts, ch 1170, §464.
216A.140	State of Iowa youth advisory council.	216A.167	Limitations on authority.
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216A.141	Definitions. Repealed by 2024 Acts, ch 1170, §461.		

## SUBCHAPTER I

### ADMINISTRATION

#### 216A.1 Department of health and human services — human rights — purpose.

1. The department of health and human services shall be responsible for all of the following:

a. Community advocacy and services on behalf of underrepresented populations in the state.

b. Community action agencies.

c. Criminal and juvenile justice planning.

2. The purpose of the department under [this chapter](#) and as otherwise provided by law is to ensure basic rights, freedoms, and opportunities for all by empowering underrepresented Iowans and eliminating economic, social, and cultural barriers.

3. The department shall implement the comprehensive strategic plan approved by the board under [section 216A.3](#) and shall issue an annual report to the governor and the general assembly no later than November 1 of each year concerning the operations of the department relating to responsibilities for human rights.

[86 Acts, ch 1245, §1201](#)

[C87, §601K.1](#)

[87 Acts, ch 115, §70; 88 Acts, ch 1277, §27; 89 Acts, ch 83, §78; 90 Acts, ch 1180, §2; 91 Acts, ch 50, §2; 91 Acts, ch 109, §8](#)

[C93, §216A.1](#)

[2004 Acts, ch 1020, §2; 2008 Acts, ch 1184, §38; 2010 Acts, ch 1031, §101, 170; 2023 Acts, ch 19, §285; 2024 Acts, ch 1170, §445](#)

Minority impact statements, see [§2.56, 8.11](#)

Subsection 1, paragraph a stricken and rewritten

**216A.2 Appointment of department director, deputy director, and administrators — duties.** Repealed by 2023 Acts, ch 19, §1357.

### **216A.3 Human rights board.**

1. A human rights board is created within the department.

2. The board shall consist of twelve members, including seven voting members and five nonvoting members, determined as follows:

a. The voting members shall consist of seven voting members who shall be appointed by the governor, subject to confirmation by the senate pursuant to [section 2.32](#), and shall represent underrepresented populations in the state. All voting members shall reside in the state. The term of office for voting members is four years.

b. The nonvoting members shall consist of the department director, two state representatives, one appointed by the speaker of the house of representatives and one by the minority leader of the house of representatives, and two state senators, one appointed by the majority leader of the senate and one by the minority leader of the senate.

3. A majority of the voting members of the board shall constitute a quorum, and the affirmative vote of two-thirds of the voting members present is necessary for any substantive action taken by the board. The board shall select a chairperson from the voting members of the board.

4. The board shall do all of the following:

a. Develop and monitor implementation of a comprehensive strategic plan to remove barriers for underrepresented populations or groups and, in doing so, to increase Iowa's productivity and inclusivity, including performance measures and benchmarks.

b. Study the opportunities for and changing needs of the underrepresented populations or groups in the state.

c. Serve as a liaison between the department and the public, sharing information and gathering constituency input.

d. Recommend to the department the adoption of rules pursuant to [chapter 17A](#) as the board deems necessary.

e. Recommend legislative and executive action to the governor and general assembly to advance the interests of underrepresented populations or groups and to improve the status of low-income persons in the state.

f. Establish advisory committees, work groups, or other coalitions as appropriate.

g. Advance the interests of underrepresented populations or groups in the areas of human rights, access to justice, economic equality, and the elimination of discrimination.

86 Acts, ch 1245, §1203

C87, §601K.3

88 Acts, ch 1277, §28; 90 Acts, ch 1180, §4

C93, §216A.3

2010 Acts, ch 1031, §103, 170; 2010 Acts, ch 1189, §44; 2013 Acts, ch 140, §18; 2019 Acts, ch 156, §1; 2023 Acts, ch 19, §286; 2024 Acts, ch 1170, §446

Referred to in §216A.1

Section amended

#### **216A.4 Definitions.**

For purposes of [this chapter](#), unless the context otherwise requires:

1. “*Asian or Pacific Islander*” means an individual from any of the countries of Asia or islands of the Pacific.

2. “*Board*” means the human rights board.

3. “*Department*” means the department of health and human services.

4. “*Director*” means the director of health and human services.

5. “*Tribal government*” means the governing body of a federally recognized Indian tribe.

6. “*Underrepresented*” means the historical marginalization of populations or groups in the United States and Iowa, including but not limited to African Americans, Asian and Pacific Islanders, persons who are deaf or hard of hearing, persons with disabilities, Latinos, Native Americans, women, persons who have low socioeconomic status, at-risk youth, and adults or juveniles with a criminal history.

86 Acts, ch 1245, §1204

C87, §601K.4

90 Acts, ch 1180, §5

C93, §216A.4

2010 Acts, ch 1031, §104, 170; 2023 Acts, ch 19, §287; 2024 Acts, ch 1170, §447

Section amended

**216A.5 Repeal.** Repealed by 97 Acts, ch 52, §1.

#### **216A.6 Confidentiality of individual client advocacy records.**

1. For purposes of [this section](#), unless the context otherwise requires:

a. “*Advocacy services*” means services in which a department staff member writes or speaks in support of a client or a client’s cause or refers a person to another service to help alleviate or solve a problem.

b. “*Individual client advocacy records*” means those files or records which pertain to problems divulged by a client to the department or any related papers or records which are released to the department about a client for the purpose of assisting the client.

2. Information pertaining to clients receiving advocacy services shall be held confidential, including but not limited to the following:

a. Names and addresses of clients receiving advocacy services.

b. Information about a client reported on the initial advocacy intake form and all documents, information, or other material relating to the advocacy issues or to the client which could identify the client, or divulge information about the client.

c. Information concerning the social or economic conditions or circumstances of particular clients who are receiving or have received advocacy services.

d. Department or office evaluations of information about a person seeking or receiving advocacy services.

e. Medical or psychiatric data, including diagnoses and past histories of disease or disability, concerning a person seeking or receiving advocacy services.

f. Legal data, including records which represent or constitute the work product of an attorney, which are related to a person seeking or receiving advocacy services.

3. Information described in [subsection 2](#) shall not be disclosed or used by any person or agency except for purposes of administration of advocacy services, and shall not be disclosed

to or used by a person or agency outside the department except upon consent of the client as evidenced by a signed release.

4. [This section](#) does not restrict the disclosure or use of information regarding the cost, purpose, number of clients served or assisted, and results of an advocacy program administered by the department, and other general and statistical information, so long as the information does not identify particular clients or persons provided with advocacy services.

[88 Acts, ch 1106, §1](#)

[C89, §601K.6](#)

[C93, §216A.6](#)

[2011 Acts, ch 34, §48; 2023 Acts, ch 19, §288](#)

#### **216A.7 Access to information.**

Upon request of the director, or an office, a commission, or a council created under [this chapter](#), all boards, agencies, departments, and offices of the state shall make available nonconfidential information, records, data, and statistics which are relevant to the populations or groups served by the offices, councils, and commissions.

[2010 Acts, ch 1031, §105, 170; 2023 Acts, ch 19, §289](#)

**216A.8 through 216A.10** Reserved.

### SUBCHAPTER II

#### LATINO AFFAIRS

**216A.11 Definitions.** Repealed by 2024 Acts, ch 1170, §448.

**216A.12 Commission of Latino affairs established.** Repealed by 2024 Acts, ch 1170, §448.

For proposed amendment to section by [2024 Acts, ch 1004, §24](#), see Code editor's note on simple harmonization at the beginning of this Code volume

**216A.13 Commission of Latino affairs — duties.** Repealed by 2024 Acts, ch 1170, §448.

**216A.14 Office of Latino affairs — duties.** Repealed by 2024 Acts, ch 1170, §448.

**216A.15 Duties.** Repealed by 2024 Acts, ch 1170, §448.

**216A.16 and 216A.17** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.18 through 216A.50** Reserved.

### SUBCHAPTER III

#### STATUS OF WOMEN

**216A.51 Definitions.** Repealed by 2024 Acts, ch 1170, §450.

**216A.52 Office on the status of women.** Repealed by 2024 Acts, ch 1170, §450.

**216A.53 Commission on the status of women established.** Repealed by 2024 Acts, ch 1170, §450.

**216A.54 Commission powers and duties.** Repealed by 2024 Acts, ch 1170, §450.

**216A.55 through 216A.60** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.61 through 216A.70** Reserved.

#### SUBCHAPTER IV PERSONS WITH DISABILITIES

**216A.71 Definitions.** Repealed by 2024 Acts, ch 1170, §451.

**216A.72 Office of persons with disabilities.** Repealed by 2024 Acts, ch 1170, §451.

**216A.73 Ex officio members.** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.74 Commission of persons with disabilities established.** Repealed by 2024 Acts, ch 1170, §451.

**216A.75 Commission powers and duties.** Repealed by 2024 Acts, ch 1170, §451.

**216A.76 through 216A.79** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.80 through 216A.90** Reserved.

#### SUBCHAPTER V COMMUNITY ACTION AGENCIES

**216A.91 Definitions.**

For purposes of [this subchapter](#), unless the context otherwise requires:

1. “*Community action agency*” means a public agency or a private nonprofit agency which is authorized under its charter or bylaws to receive funds to administer community action programs and is designated by the governor to receive and administer the funds.

2. “*Community action program*” means a program conducted by a community action agency which includes projects to provide a range of services to improve the conditions of poverty in the area served by the community action agency.

[86 Acts, ch 1245, §1240](#)

[C87, §601K.91](#)

[90 Acts, ch 1242, §1](#)

[C93, §216A.91](#)

[2023 Acts, ch 19, §295; 2024 Acts, ch 1170, §465](#)

Referred to in [§16.57B, 23A.2, 256I.8](#)

Section amended

**216A.92 Community action agencies.**

1. The department shall strengthen, supplement, and coordinate efforts to develop the full potential of each citizen by recognizing certain community action agencies and supporting certain community-based programs delivered by community action agencies.

2. The department shall do all of the following:

a. Provide financial assistance for community action agencies to implement community action programs, as permitted by the community service block grant and subject to the funding made available for the program.

b. Administer the community services block grant, the low-income energy assistance block grants, department of energy funds for weatherization, and other possible funding sources. If a political subdivision is the community action agency, the financial assistance shall be allocated to the political subdivision.

c. Implement accountability measures for its programs and require regular reporting on the measures by the community action agencies.



d. Issue an annual report to the governor and general assembly by July 1 of each year.

[86 Acts, ch 1245, §1241](#)

C87, §601K.92

[90 Acts, ch 1242, §2](#)

C93, §216A.92

[2010 Acts, ch 1031, §122, 170; 2023 Acts, ch 19, §296](#)

**216A.92A Commission established.** Repealed by 2024 Acts, ch 1170, §470.

For proposed amendment to section by [2024 Acts, ch 1004, §25](#), see Code editor's note on simple harmonization at the beginning of this Code volume

**216A.92B Commission powers and duties.** Repealed by 2024 Acts, ch 1170, §470.

**216A.93 Establishment of community action agencies.**

The department shall recognize and assist in the designation of certain community action agencies to assist in the delivery of community action programs. These programs shall include but not be limited to outreach, community services block grant, low-income energy assistance, and weatherization programs. If a community action agency is in effect and currently serving an area, that community action agency shall become the designated community action agency for that area. If any geographic area of the state ceases to be served by a designated community action agency, the department may solicit applications and assist the governor in designating a community action agency for that area in accordance with current community services block grant requirements. The department shall supervise the collection of data regarding the scope of services provided by the community action agencies.

[86 Acts, ch 1245, §1242](#)

C87, §601K.93

C93, §216A.93

[2010 Acts, ch 1031, §126, 170; 2023 Acts, ch 19, §298; 2024 Acts, ch 1170, §466](#)

Referred to in [§423.3](#)

Section amended

**216A.94 Community action agency board.**

1. A recognized community action agency shall be governed by a board of directors composed of at least nine members. The board membership shall be as follows:

a. One-third of the members of the board shall be elected public officials currently holding office or their representatives. However, if the number of elected officials available and willing to serve is less than one-third of the membership of the board, the membership of the board consisting of appointive public officials may be counted as fulfilling the requirement that one-third of the members of the board be elected public officials.

b. At least one-third of the members of the board shall be chosen in accordance with procedures established by the community action agency to assure representation of the poor in an area served by the agency.

c. The remainder of the members of the board shall be members of business, industry, labor, religious, welfare, education, or other major groups or interests in the community.

2. Notwithstanding [subsection 1](#), a public agency shall establish an advisory board to assist the governing board in meeting the requirements of [section 216A.95](#). The advisory board shall be composed of the same type of membership as a board of directors for community action agencies under [subsection 1](#). In addition, the advisory board of the community action agency shall have the sole authority to determine annual program budget requests.

[86 Acts, ch 1245, §1243](#)

C87, §601K.94

[87 Acts, ch 115, §73; 90 Acts, ch 1242, §5](#)

C93, §216A.94

[93 Acts, ch 56, §1; 2010 Acts, ch 1031, §127, 170](#)

**216A.95 Duties of board.**

1. The governing board or advisory board shall fully participate in the development, planning, implementation, and evaluation of programs to serve low-income communities.
2. The governing board may:
  - a. Own, purchase, and dispose of property necessary for the operation of the community action agency.
  - b. Receive and administer funds and contributions from private or public sources which may be used to support community action programs.
  - c. Receive and administer funds from a federal or state assistance program pursuant to which a community action agency could serve as a grantee, a contractor, or a sponsor of a project appropriate for inclusion in a community action program.

[86 Acts, ch 1245, §1244](#)

C87, §601K.95

C93, §216A.95

[2010 Acts, ch 1031, §128, 170](#)

Referred to in [§216A.94](#)

**216A.96 Duties of community action agency.**

A community action agency shall:

1. Plan and implement strategies to alleviate the conditions of poverty and encourage self-sufficiency for citizens in its service area and in Iowa. In doing so, an agency shall plan for a community action program by establishing priorities among projects, activities, and areas to provide for the most efficient use of possible resources.
2. Obtain and administer assistance from available sources on a common or cooperative basis, in an attempt to provide additional opportunities to low-income persons.
3. Establish effective procedures by which the concerned low-income persons and area residents may influence the community action programs affecting them by providing for methods of participation in the implementation of the community action programs and by providing technical support to assist persons to secure assistance available from public and private sources.
4. Encourage and support self-help, volunteer, business, labor, and other groups and organizations to assist public officials and agencies in supporting a community action program by providing private resources, developing new employment opportunities, encouraging investments in areas of concentrated poverty, and providing methods by which low-income persons can work with private organizations, businesses, and institutions in seeking solutions to problems of common concern.

[86 Acts, ch 1245, §1245](#)

C87, §601K.96

C93, §216A.96

[2010 Acts, ch 1031, §129, 130, 170; 2011 Acts, ch 34, §49](#)

**216A.97 Administration.**

A community action agency may administer the components of a community action program when the program is consistent with plans and purposes and applicable law. The community action programs may be projects which are eligible for assistance from any source. The programs shall be developed to meet local needs and may be designed to meet eligibility standards of a federal or state program.

[86 Acts, ch 1245, §1246](#)

C87, §601K.97

C93, §216A.97

[2010 Acts, ch 1031, §131, 170; 2011 Acts, ch 34, §50](#)

**216A.98 Audit.**

Each community action agency shall be audited annually but shall not be required to obtain a duplicate audit to meet the requirements of [this section](#). In lieu of an audit by the auditor of state, the community action agency may contract with or employ a certified public accountant

to conduct the audit, pursuant to the applicable terms and conditions prescribed by [sections 11.6, 11.14, and 11.19](#) and an audit format prescribed by the auditor of state. Copies of each audit shall be furnished to the department in a manner prescribed by the department.

[86 Acts, ch 1245, §1247](#)

C87, §601K.98

[89 Acts, ch 264, §9](#)

C93, §216A.98

[2010 Acts, ch 1031, §132, 170; 2011 Acts, ch 75, §36; 2023 Acts, ch 19, §299](#)

**216A.99 Allocation of financial assistance.**

1. The department shall provide financial assistance for community action agencies to implement community action programs, as permitted by the community service block grant, administer the low-income energy assistance block grants, department of energy funds for weatherization received in Iowa, and other possible funding sources.

2. If a political subdivision is the agency, the financial assistance shall be allocated to the political subdivision.

[86 Acts, ch 1245, §1248](#)

C87, §601K.99

C93, §216A.99

[2020 Acts, ch 1062, §94; 2023 Acts, ch 19, §300](#)

**216A.100 Reserved.**

**216A.101 Emergency weatherization fund.** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.102 Energy crisis fund.**

1. An energy crisis fund is created in the state treasury. Moneys deposited in the fund shall be used to assist low-income families who qualify for the low-income home energy assistance program to avoid loss of essential heating.

2. The fund may receive moneys including, but not limited to, the following:

a. Moneys appropriated by the general assembly for the fund.

b. After July 1, 1988, unclaimed patronage dividends of electric cooperative corporations or associations shall be applied to the fund following the time specified in [section 556.12](#) for claiming the dividend from the holder.

c. The fund may also receive contributions from customer contribution funds established under [section 476.66](#).

3. Under rules adopted by the department, the fund may be used to negotiate reconnection of essential utility services with the energy provider.

[88 Acts, ch 1175, §6](#)

C89, §601K.102

[91 Acts, ch 270, §6](#)

C93, §216A.102

[2002 Acts, ch 1119, §146; 2008 Acts, ch 1126, §14, 33; 2010 Acts, ch 1031, §133, 170; 2023 Acts, ch 19, §301](#)

**216A.103 Iowa affordable heating program established.** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.104 Energy utility assessment and resolution program.**

1. The general assembly finds that provision of assistance to prevent utility disconnections will also prevent the development of public health risks due to such disconnections. The department shall establish an energy utility assessment and resolution program administered by each community action agency for persons with low incomes who have or need a deferred payment agreement or are in need of an emergency fuel delivery to address home energy utility costs.

2. A person must meet all of the following requirements to be eligible for the program:

- a. The person is eligible for the federal low-income home energy assistance program.
  - b. The person is a residential customer of an energy utility approved for the program by the department.
  - c. The person has or is in need of a deferred payment agreement to address the person's home energy utility costs.
  - d. The person is able to maintain or regain residential energy utility service in the person's own name.
  - e. The person provides the information necessary to determine the person's eligibility for the program.
  - f. The person complies with other eligibility requirements adopted in rules by the department.
3. The program components shall include but are not limited to all of the following:
    - a. Analysis of a program participant's current financial situation.
    - b. Review of a program participant's resource and money management options.
    - c. Skills development and assistance for a program participant in negotiating a deferred payment agreement with the participant's energy utility.
    - d. Development of a written household energy affordability plan.
    - e. Provision of energy conservation training and assistance.
    - f. A requirement that a program participant must make uninterrupted, regular utility payments while participating in the program.

[2007 Acts, ch 218, §136](#); [2010 Acts, ch 1031, §134, 170](#); [2023 Acts, ch 19, §302, 303](#)

**216A.105 and 216A.106** Reserved.

**216A.107 Family development and self-sufficiency — grant program.**

1. The council on health and human services shall do all of the following:
  - a. Identify the factors and conditions that place Iowa families at risk of dependency upon the family investment program. The council shall seek to use relevant research findings and national and Iowa-specific data on the family investment program.
  - b. Identify the factors and conditions that place Iowa families at risk of family instability. The council shall seek to use relevant research findings and national and Iowa-specific data on family stability issues.
  - c. Subject to the availability of funds for this purpose, award grants to public or private organizations for provision of family development services to families at risk of dependency on the family investment program or of family instability. Not more than five percent of any funds appropriated by the general assembly for the purposes of this lettered paragraph may be used for staffing and administration of the grants. Grant proposals for the family development and self-sufficiency grant program shall include the following elements:
    - (1) Designation of families to be served that meet one or more criteria for being at risk of dependency on the family investment program or of family instability, and agreement to serve clients that are referred by the department from the family investment program which meet the criteria. The criteria may include but are not limited to factors such as educational level, work history, family structure, age of the youngest child in the family, previous length of stay on the family investment program, and participation in the family investment program or the foster care program while the head of a household was a child. Grant proposals shall also establish the number of families to be served under the grant.
    - (2) Designation of the services to be provided for the families served, including assistance regarding job-seeking skills, family budgeting, nutrition, self-esteem, methamphetamine education, health and hygiene, child rearing, child education preparation, and goal setting. Grant proposals shall indicate the support groups and support systems to be developed for the families served during the transition between the need for assistance and self-sufficiency.
    - (3) Designation of the manner in which other needs of the families will be provided for, including but not limited to child care assistance, transportation, substance use disorder treatment, support group counseling, food, clothing, and housing.
    - (4) Designation of the process for training of the staff which provides services, and

the appropriateness of the training for the purposes of meeting family development and self-sufficiency goals of the families being served.

(5) Designation of the support available within the community for the program and for meeting subsequent needs of the clients, and the manner in which community resources will be made available to the families being served.

(6) Designation of the manner in which the program will be subject to audit and to evaluation.

(7) Designation of agreement provisions for tracking and reporting performance measures developed pursuant to paragraph “d”.

d. Develop appropriate performance measures for the grant program to demonstrate how the program helps families achieve self-sufficiency.

e. Seek to enlist research support from the Iowa research community in meeting the duties outlined in paragraphs “a” through “d”.

f. Seek additional support for the funding of grants under the program, including but not limited to funds available through the federal government in serving families at risk of long-term welfare dependency, and private foundation grants.

g. Make recommendations to the governor and the general assembly on the effectiveness of programs in Iowa and throughout the country that provide family development services that lead to self-sufficiency for families at risk of welfare dependency.

2. a. The department shall administer the family development and self-sufficiency grant program.

b. To the extent that the family development and self-sufficiency grant program is funded by the federal temporary assistance for needy families block grant and by the state maintenance of efforts funds appropriated in connection with the block grant, the department shall comply with all federal requirements for the block grant. The department is responsible for payment of any federal penalty imposed that is attributable to the grant program and shall receive any federal bonus payment attributable to the grant program.

c. The department shall ensure that expenditures of moneys appropriated to the department from the general fund of the state for the family development and self-sufficiency grant program are eligible to be considered as state maintenance of effort expenditures under federal temporary assistance for needy families block grant requirements.

d. The department shall consider the recommendations of the council on health and human services in adopting rules pertaining to the grant program.

e. The department shall submit to the governor and general assembly on or before November 30 following the end of each state fiscal year, a report detailing performance measure and outcome data evaluating the family development and self-sufficiency grant program for the fiscal year that just ended.

2008 Acts, ch 1072, §1; 2010 Acts, ch 1031, §135, 170; 2023 Acts, ch 19, §304 – 306; 2024 Acts, ch 1170, §471

Referred to in §232.69, 239B.8

Legislative appointments, see §4A.13

Section amended

**216A.108 through 216A.110** Reserved.

## SUBCHAPTER VI

### DEAF SERVICES

#### **216A.111 Definitions.**

For purposes of [this subchapter](#), unless the context otherwise requires, “*commission*” means the commission of deaf services.

86 Acts, ch 1245, §1250

C87, §601K.111

C93, §216A.111

2010 Acts, ch 1031, §136, 137, 170; 2023 Acts, ch 19, §307; 2024 Acts, ch 1170, §452

Subsection 2 stricken and former subsection 1 editorially combined with former unnumbered paragraph 1 and redesignated as an unnumbered paragraph

**216A.112 Office of deaf services.** Repealed by 2024 Acts, ch 1170, §460.

**216A.113 Deaf services commission established.**

1. The commission of deaf services is established, and shall consist of seven voting members appointed by the governor. Membership of the commission shall include at least four members who are deaf or hard of hearing, and three members who are representatives of telephone companies. The commission shall also include the director, or the director's designee, as a nonvoting member. All members shall reside in Iowa.

2. Voting members of the commission shall serve four-year staggered terms which shall begin and end pursuant to [section 69.19](#). Voting members whose terms expire may be reappointed. Vacancies on the commission may be filled for the remainder of the term in the same manner as the original appointment. Voting members shall receive actual expenses incurred while serving in their official capacity, subject to statutory limits. Voting members may also be eligible to receive compensation as provided in [section 7E.6](#).

3. The voting members of the commission shall appoint a chairperson and vice chairperson and other officers as the commission deems necessary. A majority of the voting members currently appointed to the commission shall constitute a quorum. A quorum shall be required for the conduct of business of the commission, and the affirmative vote of a majority of the currently appointed voting members is necessary for any substantive action taken by the commission. A voting member shall not vote on any action if the voting member has a conflict of interest on the matter, and a statement by the voting member of a conflict of interest shall be conclusive for this purpose.

86 Acts, ch 1245, §1252

C87, §601K.113

C93, §216A.113

2010 Acts, ch 1031, §139, 170; 2010 Acts, ch 1193, §42, 80; 2020 Acts, ch 1102, §9; 2024 Acts, ch 1170, §453

Referred to in [§477C.2](#)

Section amended

**216A.114 Commission powers and duties.**

The commission shall have the following powers and duties:

1. Study the changing needs and opportunities for the deaf and hard-of-hearing people in this state.

2. Serve as a liaison between the department and the public, sharing information and gathering constituency input.

3. Recommend to the board for adoption rules pursuant to [chapter 17A](#) as it deems necessary for the commission and office.

4. Recommend legislative and executive action to the governor and general assembly.

5. Establish advisory committees, work groups, or other coalitions as appropriate.

6. Advise the utilities commission on the planning, establishment, administration, and promotion of a statewide program to provide dual party relay service and to secure, finance, and distribute telecommunications devices for the deaf and hard of hearing pursuant to [chapter 477C](#).

86 Acts, ch 1245, §1253

C87, §601K.114

87 Acts, ch 115, §75; 89 Acts, ch 54, §1

C93, §216A.114

93 Acts, ch 75, §4; 2003 Acts, ch 145, §286; 2010 Acts, ch 1031, §140, 170; 2024 Acts, ch 1170, §369, 454

Code editor directive applied

Section amended



**216A.115 through 216A.117** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.118 through 216A.120** Reserved.

## SUBCHAPTER VII

**216A.121 Iowa Abraham Lincoln bicentennial commission.** Repealed by its own terms; 2007 Acts, ch 99, §1.

**216A.122 through 216A.130** Reserved.

## SUBCHAPTER VIII

### CRIMINAL AND JUVENILE JUSTICE PLANNING

#### **216A.131 Definitions.**

For the purpose of [this subchapter](#), unless the context otherwise requires, “*department*” means the department of health and human services.

[88 Acts, ch 1277, §14](#)

[C89, §601K.131](#)

[90 Acts, ch 1124, §1](#)

[C93, §216A.131](#)

[2010 Acts, ch 1193, §151; 2019 Acts, ch 156, §2; 2023 Acts, ch 19, §308; 2024 Acts, ch 1170, §439](#)

Section amended

#### **216A.131A Criminal and juvenile justice planning.**

The department shall fulfill the responsibilities of [this subchapter](#), including the duties specified in [sections 216A.135, 216A.136, 216A.137, 216A.138, and 216A.140.](#)

[2010 Acts, ch 1031, §141, 170; 2019 Acts, ch 156, §3; 2023 Acts, ch 19, §309](#)

**216A.132 Board established — terms — compensation.** Repealed by 2024 Acts, ch 1170, §443.

For proposed amendment to section by [2024 Acts, ch 1004, §26](#), see Code editor's note on simple harmonization at the beginning of this Code volume

#### **216A.133 Department duties.**

1. The department shall do all of the following:

a. Develop short-term and long-term goals to improve the criminal and juvenile justice systems.

b. Identify and analyze justice system issues, including the impact of present criminal and juvenile justice policy, and make recommendations for policy change.

c. Develop and assist others in implementing recommendations and plans for justice system improvement.

d. Provide the general assembly with an analysis of current and proposed criminal code provisions.

e. Provide for a clearinghouse of justice system information to coordinate with data resource agencies and assist others in the use of justice system data.

f. Coordinate with data resource agencies to provide data and analytical information to federal, state, and local governments, and assist agencies in the use of criminal and juvenile justice data.

g. Report criminal justice system needs to the governor, the general assembly, and other decision makers to improve the criminal justice system.

h. Report juvenile justice system needs to the governor, the general assembly, and other decision makers to address issues specifically affecting the juvenile justice system, including

evidence-based programs for group foster care placements and the state training school, diversion, and community-based services for juvenile offenders.

- i. Provide technical assistance upon request to state and local agencies.
- j. Administer federal funds and funds appropriated by the state or that are otherwise available in compliance with applicable laws, regulations, and other requirements for purposes of study, research, investigation, planning, and implementation in the areas of criminal and juvenile justice.
- k. Make grants to cities, counties, and other entities pursuant to applicable law.
- l. Maintain an Iowa correctional policy project as provided in [section 216A.137](#).
- m. Provide input and make recommendations to the director including in the development of a budget for the department.
  - n. Share information and gather constituency input.
  - o. Recommend legislative and executive action to the governor and general assembly.
  - p. Establish advisory committees, work groups, or other coalitions as appropriate.
  - q. Provide the general assembly with an analysis and recommendations of current criminal code provisions and proposed legislation which include but are not limited to all of the following:
    - (1) Potential disparity in sentencing.
    - (2) Truth in sentencing.
    - (3) Victims.
    - (4) The proportionality of specific sentences.
    - (5) Sentencing procedures.
    - (6) Costs associated with the implementation of criminal code provisions, including costs to the judicial branch, department of corrections, and judicial district departments of correctional services, costs for representing indigent defendants, and costs incurred by political subdivisions of the state.
    - (7) Best practices related to the department of corrections including recidivism rates, safety and the efficient use of correctional staff, and compliance with correctional standards set by the federal government and other jurisdictions.
    - (8) Best practices related to the state mortality review committee established in [section 135.43](#).
  - r. Study and make recommendations for treating and supervising adult and juvenile sex offenders in institutions, community-based programs, and in the community, in areas which include but are not limited to all of the following:
    - (1) The effectiveness of electronically monitoring sex offenders.
    - (2) The cost and effectiveness of special sentences pursuant to [chapter 903B](#).
    - (3) Risk assessment models created for sex offenders.
    - (4) Determining the best treatment programs available for sex offenders and the efforts of Iowa and other states to implement treatment programs.
    - (5) The efforts of Iowa and other states to prevent sex abuse-related crimes including child sex abuse.
    - (6) Any other related issues the board deems necessary, including but not limited to computer and internet sex-related crimes, sex offender case management, best practices for sex offender supervision, the sex offender registry, and the effectiveness of safety zones.
  - s. Provide expertise and advice to the legislative services agency, the department of corrections, the judicial branch, and others charged with formulating fiscal, correctional, or minority impact statements.
  - t. Review data supplied by the department, the department of management, the legislative services agency, the Iowa supreme court, and other departments or agencies for the purpose of determining the effectiveness and efficiency of the collection of such data.

2. The department shall submit reports, in accordance with [section 216A.135](#), to the governor and general assembly regarding actions taken, issues studied, and council recommendations.

[88 Acts, ch 1277, §16](#)

[C89, §601K.133](#)

[90 Acts, ch 1124, §3](#); [92 Acts, ch 1231, §47](#)



C93, §216A.133

2010 Acts, ch 1031, §145, 146, 170; 2010 Acts, ch 1193, §153, 154; 2019 Acts, ch 89, §9; 2019 Acts, ch 156, §5; 2023 Acts, ch 19, §312, 313; 2024 Acts, ch 1170, §440

Section amended

**216A.133A Public safety advisory board — duties.** Repealed by 2019 Acts, ch 156, §8.

**216A.134 Administrator.** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.135 Plan and report.**

1. The department shall submit a three-year criminal and juvenile justice plan for the state, beginning December 1, 2020, and every three years thereafter, by December 1. The three-year plan shall be updated annually. Each three-year plan and annual updates of the three-year plan shall be submitted to the governor and the general assembly by December 1.

2. The three-year plan and annual updates shall include but are not limited to the following:

- a. Short-term and long-term goals for the criminal and juvenile justice systems.
- b. The identification of issues and studies on the effective treatment and supervision of adult and juvenile sex offenders in institutions, community-based programs, and the community.
- c. Analysis of and recommendations regarding current criminal code provisions.
- d. The effectiveness and efficiencies of current criminal and juvenile justice policies, practices, and services.
- e. Collection of criminal and juvenile justice data.
- f. Recommendations to improve the criminal and juvenile justice systems.

88 Acts, ch 1277, §18

C89, §601K.135

92 Acts, ch 1231, §48

C93, §216A.135

2010 Acts, ch 1193, §156; 2019 Acts, ch 156, §6; 2020 Acts, ch 1063, §75; 2024 Acts, ch 1170, §441

Referred to in §216A.131A, 216A.133, 216A.137

Subsection 1 amended

**216A.136 Statistical analysis center — access to records.**

The department shall maintain an Iowa statistical analysis center for the purpose of coordinating with data resource agencies to provide data and analytical information to federal, state, and local governments, and assist agencies in the use of criminal and juvenile justice data. Notwithstanding any other provision of state law, unless prohibited by federal law or regulation, the department shall be granted access, for purposes of research and evaluation, to criminal history records, official juvenile court records, juvenile court social records, and any other data collected or under control of the board of parole, department of corrections, department of workforce development, district departments of correctional services, judicial branch, and department of public safety. However, intelligence data and peace officer investigative reports maintained by the department of public safety shall not be considered data for the purposes of [this section](#). Any record, data, or information obtained by the department under [this section](#) and the department itself is subject to the federal and state confidentiality laws and regulations which are applicable to the original record, data, or information obtained by the department and to the original custodian of the record, data, or information. The access shall include but is not limited to all of the following:

- 1. Juvenile court records and all other information maintained under [sections 232.147 through 232.151](#).
- 2. Child abuse information under [sections 235A.15 through 235A.19](#).
- 3. Dependent adult abuse records maintained under [chapter 235B](#).
- 4. Criminal history data maintained under [chapter 692](#).
- 5. Sex offender registry information maintained under [chapter 692A](#).
- 6. Presentence investigation reports maintained under [section 901.4](#).

7. Corrections records maintained under [sections 904.601 and 904.602](#).
  8. Community-based correctional program records maintained under [chapter 904](#).
  9. Parole records maintained under [chapter 906](#).
  10. Deferred judgment, deferred or suspended sentence, and probation records maintained under [chapter 907](#).
  11. Violation of parole or probation records maintained under [chapter 908](#).
  12. Fines and victim restitution records maintained under [chapters 909 and 910](#).
  13. Employment records maintained under [section 96.11](#).
- [88 Acts, ch 1277, §19](#)  
[C89, §601K.136](#)  
[90 Acts, ch 1124, §4](#)  
[C93, §216A.136](#)  
[96 Acts, ch 1150, §2; 96 Acts, ch 1193, §3, 4; 98 Acts, ch 1047, §18; 2008 Acts, ch 1085, §3, 4; 2020 Acts, ch 1063, §76; 2023 Acts, ch 19, §314; 2024 Acts, ch 1182, §49](#)  
 Referred to in [§216A.131A, 232.147, 232.149, 232.149A](#)  
 Subsection 8 amended

#### **216A.137 Correctional policy project.**

1. The department shall maintain an Iowa correctional policy project for the purpose of conducting analyses of major correctional issues affecting the criminal and juvenile justice system. The department shall identify and prioritize the issues and studies to be addressed through this project and shall report project plans and findings annually along with the report required in [section 216A.135](#). Issues and studies to be considered shall include but are not limited to a review of the information systems available to assess corrections trends and program effectiveness, the development of an evaluation plan for assessing the impact of corrections expenditures, and a study of the desirability and feasibility of changing the state's sentencing practices, which includes a prison population forecast.
  2. The department may form subcommittees for the purpose of addressing major correctional issues affecting the criminal and juvenile justice system. The department shall establish a subcommittee to address issues specifically affecting the juvenile justice system.
- [90 Acts, ch 1124, §3](#)  
[C91, §601K.137](#)  
[C93, §216A.137](#)  
[2019 Acts, ch 156, §7; 2023 Acts, ch 19, §315; 2024 Acts, ch 1170, §442](#)  
 Referred to in [§216A.131A, 216A.133](#)  
 Subsection 1 amended

#### **216A.138 Multiagency database concerning juveniles.**

1. The department shall coordinate the development of a multiagency database to track the progress of juveniles through various state and local agencies and programs. The department shall develop a plan which utilizes existing databases, including the Iowa court information system, the federally mandated national adoption and foster care information system, and the other state and local databases pertaining to juveniles, to the extent possible.
2. The department of corrections, judicial branch, department of public safety, department of education, local school districts, and other state agencies and political subdivisions shall cooperate with the department in the development of the plan.
3. The database shall be designed to track the progress of juveniles in various programs, evaluate the experiences of juveniles, and evaluate the success of the services provided.
4. The department shall develop the plan within the context of existing federal privacy and confidentiality requirements. The plan shall build upon existing resources and facilities to the extent possible.
5. The plan shall include proposed guidelines for the sharing of information by case management teams, consisting of designated representatives of various state and local agencies and political subdivisions to coordinate the delivery of services to juveniles under the jurisdiction of the juvenile court. The guidelines shall be developed to structure and improve the information-sharing procedures of case management teams established pursuant to any applicable state or federal law or approved by the juvenile court with respect

to a juvenile who is the recipient of the case management team services. The plan shall also contain proposals for changes in state laws or rules to facilitate the exchange of information among members of case management teams.

6. The plan shall include development of a resource guide outlining successful programs and practices established within this state which are designed to promote positive youth development and that assist delinquent and other at-risk youth in overcoming personal and social problems. The guide shall be made publicly available.

7. If the department has insufficient funds and resources to implement [this section](#), the department shall determine what, if any, portion of [this section](#) may be implemented, and the remainder of [this section](#) shall not apply.

[92 Acts, ch 1231, §49; 97 Acts, ch 126, §9; 98 Acts, ch 1047, §19; 2010 Acts, ch 1031, §147, 170; 2023 Acts, ch 19, §316](#)

Referred to in [§216A.131A](#)

**216A.139 Sex offender research council.** Repealed by 2019 Acts, ch 156, §8.

**216A.140 State of Iowa youth advisory council.**

1. *Definitions.* For the purposes of [this section](#), unless the context otherwise requires:

- a. “Youth” means children and young persons who are ages six through twenty-one years.
- b. “Youth advisory council” means the state of Iowa youth advisory council created by [this section](#).

2. *State of Iowa youth advisory council.* A state of Iowa youth advisory council is created to provide input to the governor, general assembly, and state and local policymakers on youth issues.

a. The purpose of the youth advisory council is to foster communication among a group of engaged youth and the governor, general assembly, and state and local policymakers regarding programs, policies, and practices affecting youth and families; to advocate for youth on important issues affecting youth; and to improve the lives and futures of Iowa’s youth.

b. The youth advisory council shall consist of no more than twenty-one youth ages fourteen through twenty years who reside in Iowa. Membership shall be for two-year staggered terms. The director or the director’s designee shall select council members using an application process. The director or the director’s designee shall strive to maintain a diverse council membership and shall take into consideration race, ethnicity, disabilities, gender, and geographic location of residence of the applicants.

c. Except as otherwise provided by law, the youth advisory council shall determine its own rules of procedure and operating policies, subject to approval by the director or the director’s designee.

d. The youth advisory council shall do all of the following:

(1) Adopt and apply positive youth development principles and practices at the state and local levels.

(2) Increase the quality, efficiency, and effectiveness of opportunities and services and other supports for youth.

(3) Improve, coordinate, and prioritize state youth policy and programs across state agencies.

(4) Align all policies around the vision that all Iowa youth will be safe, healthy, successful, and prepared for adulthood.

(5) Review indicator data, identify barriers to youth success, and develop strategies to address the barriers.

(6) Strengthen partnerships with the nonprofit and private sectors to gather input, build consensus, and maximize the use of existing resources and leverage new resources to improve the lives of youth and their families.

(7) Report annually by February 1 to the governor and the general assembly.

3. *Lead agency.* The lead agency for support of the state of Iowa youth advisory council is

the department. The department shall coordinate activities and, with funding made available to it for such purposes, provide staff support for the youth advisory council.

2009 Acts, ch 53, §1; 2009 Acts, ch 179, §35; 2010 Acts, ch 1031, §295; 2023 Acts, ch 19, §317, 318; 2024 Acts, ch 1170, §444

Referred to in §216A.131A  
Section amended

## SUBCHAPTER IX STATUS OF AFRICAN AMERICANS

**216A.141 Definitions.** Repealed by 2024 Acts, ch 1170, §461.

**216A.142 Commission on the status of African Americans established.** Repealed by 2024 Acts, ch 1170, §461.

**216A.143 Commission powers and duties.** Repealed by 2024 Acts, ch 1170, §461.

**216A.144 and 216A.145** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.146 Office on the status of African Americans.** Repealed by 2024 Acts, ch 1170, §461.

**216A.147 through 216A.149** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.150** Reserved.

## SUBCHAPTER X ASIAN AND PACIFIC ISLANDER AFFAIRS

**216A.151 Definitions.** Repealed by 2024 Acts, ch 1170, §462.

**216A.152 Commission of Asian and Pacific Islander affairs established.** Repealed by 2024 Acts, ch 1170, §462.

**216A.153 Commission powers and duties.** Repealed by 2024 Acts, ch 1170, §462.

**216A.154 Office of Asian and Pacific Islander affairs.** Repealed by 2024 Acts, ch 1170, §462.

**216A.155 through 216A.160** Repealed by 2010 Acts, ch 1031, §168, 170.

## SUBCHAPTER XI NATIVE AMERICAN AFFAIRS

**216A.161 Definitions.** Repealed by 2024 Acts, ch 1170, §464.

**216A.162 Establishment — purpose.** Repealed by 2024 Acts, ch 1170, §464.

For proposed amendment to section by 2024 Acts, ch 1004, §27, see Code editor's note on simple harmonization at the beginning of this Code volume

**216A.163 Term of office.** Repealed by 2024 Acts, ch 1170, §464.

**216A.164 Meetings of the commission.** Repealed by 2010 Acts, ch 1031, §168, 170.

**216A.165 Duties.** Repealed by 2024 Acts, ch 1170, §464.

**216A.166 Office of Native American affairs.** Repealed by 2024 Acts, ch 1170, §464.

**216A.167 Limitations on authority.**

1. The board and department shall not have the authority to do any of the following:

a. Implement or administer the duties of the state of Iowa under the federal Indian Gaming Regulatory Act, shall not have any authority to recommend, negotiate, administer, or enforce any agreement or compact entered into between the state of Iowa and Indian tribes located in the state pursuant to [section 10A.104](#), and shall not have any authority relative to Indian gaming issues.

b. Administer the duties of the state under the federal National Historic Preservation Act, the federal Native American Graves Protection and Repatriation Act, and [chapter 263B](#). The board shall also not interfere with the advisory role of a separate Indian advisory council or committee established by the state archeologist by rule for the purpose of consultation on matters related to ancient human skeletal remains and associated artifacts.

2. [This subchapter](#) shall not diminish or inhibit the right of any tribal government to interact directly with the state or any of its departments or agencies for any purpose which a tribal government desires to conduct its business or affairs as a sovereign governmental entity.

[2008 Acts, ch 1184, §45; 2010 Acts, ch 1031, §166, 167, 170; 2024 Acts, ch 1170, §463](#)

Section amended

**216A.168 through 216A.170** Repealed by 2010 Acts, ch 1031, §168, 170.

AN ACT

RELATING TO FEDERAL MONEYS AND REGULATIONS, INCLUDING THE APPROPRIATION OF FEDERAL MONEYS MADE AVAILABLE FROM FEDERAL BLOCK GRANTS AND OTHER NONSTATE SOURCES, THE ALLOCATION OF PORTIONS OF FEDERAL BLOCK GRANTS, THE PROCEDURES IF FEDERAL MONEYS OR FEDERAL BLOCK GRANTS ARE MORE OR LESS THAN ANTICIPATED, AND THE AUTHORIZATION OF CERTAIN CITY REGULATIONS WHEN REQUIRED UNDER FEDERAL LAW, AND INCLUDING EFFECTIVE DATE AND RETROACTIVE APPLICABILITY PROVISIONS.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF IOWA:

DIVISION I

APPROPRIATIONS OF FEDERAL MONEYS

Section 1. SUBSTANCE ABUSE APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$ 14,116,120
FFY 2026-2027:.....	\$ 14,116,120

b. The appropriations made in this subsection are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 6A, subch. XVII, part B, subpart ii, which provides for the prevention and treatment of substance abuse block grant. The department shall expend the moneys appropriated in this

subsection as provided in the federal law making the moneys available and in conformance with chapter 17A.

c. Of the moneys appropriated for each federal fiscal year in this subsection, an amount not exceeding 5 percent shall be used by the department for administrative expenses.

d. (1) For the state fiscal year beginning July 1, 2025, the department shall expend no less than an amount equal to the amount expended for treatment services in the state fiscal year beginning July 1, 2024, for pregnant women and women with dependent children.

(2) For the state fiscal year beginning July 1, 2026, the department shall expend no less than an amount equal to the amount expended for treatment services in the state fiscal year beginning July 1, 2025, for pregnant women and women with dependent children.

2. At least 20 percent of the moneys remaining from the appropriation made in subsection 1 for each federal fiscal year shall be allocated for prevention programs.

3. In implementing the federal prevention and treatment of substance abuse block grant under 42 U.S.C. ch. 6A, subch. XVII, and any other applicable provisions of the federal Public Health Service Act under 42 U.S.C. ch. 6A, the department shall apply the provisions of Pub. L. No. 106-310, §3305, as codified in 42 U.S.C. §300x-65, relating to services under such federal law being provided by religious and other nongovernmental organizations.

Sec. 2. COMMUNITY MENTAL HEALTH SERVICES APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$ 7,754,083
FFY 2026-2027:.....	\$ 7,754,083

b. The appropriations made in this subsection are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 6A, subch. XVII, part B, subpart i, which provides for the community mental health services block grant. The department shall expend the moneys appropriated in this subsection as

provided in the federal law making the moneys available and in conformance with chapter 17A.

c. The department shall allocate not less than 95 percent of the amount of the block grant each federal fiscal year for eligible community mental health services for carrying out the plan submitted to and approved by the federal substance abuse and mental health services administration or required by the federal substance abuse and mental health services administration for the fiscal year involved.

d. For the federal fiscal year beginning October 1, 2025, and ending September 30, 2026, of the moneys allocated to providers under paragraph “c”, 70 percent of the moneys allocated shall be distributed by a behavioral health administrative services organization or the department of health and human services to the state’s accredited community mental health centers designated by the department of health and human services under section 225A.3, as enacted by 2024 Iowa Acts, chapter 1161, section 3. Community mental health centers that receive moneys distributed under this paragraph shall use the moneys for the purposes of training staff, providing services to adults with a serious mental illness, or providing services to children with a serious emotional disturbance, and shall bill treatment dollars related to such services to the department of health and human services through the department’s claims system. The department of health and human services shall publish the amounts to be distributed to community mental health centers on the department’s internet site on or before October 1, 2025, and distribute the moneys to the recipients on a quarterly basis. Recipients of the moneys shall submit quarterly reports to the department of health and human services containing data consistent with performance measures approved by the federal substance abuse and mental health services administration.

2. An amount not exceeding 5 percent of the moneys appropriated in subsection 1 for each federal fiscal year shall be used by the department of health and human services for administrative expenses. From the moneys set aside by this subsection for administrative expenses, the department shall pay to the auditor of state an amount sufficient to pay the



cost of auditing the use and administration of the state's portion of the moneys appropriated in subsection 1. The auditor of state shall bill the department for the costs of the audits.

Sec. 3. MATERNAL AND CHILD HEALTH SERVICES APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:..... \$ 6,775,530

FFY 2026-2027:..... \$ 6,775,530

b. The appropriations made in this subsection are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 7, subch. V, which provides for the maternal and child health services block grant. The department shall expend the moneys appropriated in this subsection as provided in the federal law making the moneys available and in conformance with chapter 17A.

c. Moneys appropriated in this subsection shall not be used by the university of Iowa hospitals and clinics for indirect costs.

2. An amount not exceeding 10 percent of the moneys appropriated in subsection 1 for each federal fiscal year shall be used by the department of health and human services for administrative expenses.

3. The department of health and human services, department of education, and the university of Iowa's mobile and regional child health specialty clinics shall continue to pursue to the maximum extent feasible the coordination and integration of services to women and children.

4. a. Sixty-three percent of the amount remaining after the allocation made in subsection 2 for each federal fiscal year shall be allocated to supplement appropriations for maternal and child health programs within the department of health and human services. Of these moneys, the following amounts shall be set aside for the statewide perinatal care program for the following federal fiscal years:

FFY 2025-2026:..... \$ 300,291

FFY 2026-2027:..... \$ 300,291

b. Thirty-seven percent of the amount remaining after the allocation made in subsection 2 for each federal fiscal year shall be allocated to the university of Iowa hospitals and clinics under the control of the state board of regents for mobile and regional child health specialty clinics. The university of Iowa hospitals and clinics shall not receive an allocation for indirect costs from the moneys for this program. Priority shall be given to establishment and maintenance of a statewide system of mobile and regional child health specialty clinics.

5. The department of health and human services shall administer the statewide maternal and child health program and the disabled children's program by conducting mobile and regional child health specialty clinics and conducting other activities to improve the health of low-income women and children and to promote the welfare of children with actual or potential handicapping conditions and chronic illnesses in accordance with the requirements of Tit. V of the federal Social Security Act.

Sec. 4. PREVENTIVE HEALTH AND HEALTH SERVICES  
APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:..... \$ 1,955,591

FFY 2026-2027:..... \$ 1,955,591

b. The appropriations made in this subsection are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 6A, subch. XVII, part A, which provides for the preventive health and health services block grant. The department shall expend the moneys appropriated in this subsection as provided in the federal law making the moneys available and in conformance with chapter 17A.

2. Of the moneys appropriated in subsection 1 for each federal fiscal year, an amount not exceeding 10 percent shall be used by the department for administrative expenses.

3. Of the moneys appropriated in subsection 1 for each federal fiscal year, the specific amount of moneys stipulated by the notice of the block grant award shall be allocated for services to victims of sex offenses and for sex offense prevention.

4. After deducting the moneys allocated in subsections 2 and 3, the remaining moneys appropriated in subsection 1 for each federal fiscal year may be used by the department for healthy people 2030 and Iowa's health improvement plan 2023-2027 program objectives, preventive health advisory committee, and risk reduction services, including nutrition programs, health incentive programs, chronic disease services, emergency medical services, monitoring of the fluoridation program and start-up fluoridation grants, and acquired immune deficiency syndrome services. The moneys specified in this subsection shall not be used by the university of Iowa hospitals and clinics or by the state hygienic laboratory for the funding of indirect costs.

Sec. 5. RESIDENTIAL SUBSTANCE ABUSE TREATMENT FOR STATE PRISONERS FORMULA GRANT PROGRAM APPROPRIATIONS. There is appropriated from the fund created pursuant to section 8.41 to the office of drug control policy of the department of public safety for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$	422,329
FFY 2026-2027:.....	\$	307,388

The appropriations made in this section are the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 46, subch. XII-G, which provides grants for substance abuse treatment programs in state and local correctional facilities. The drug policy director shall expend the moneys appropriated in this section as provided in the federal law making the moneys available and in conformance with chapter 17A.

Sec. 6. EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM APPROPRIATIONS. There is appropriated from the fund created pursuant to section 8.41 to the office of drug control policy of the department of public safety for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:..... \$ 1,964,093  
FFY 2026-2027:..... \$ 2,178,973

The appropriations made in this section are in the amounts anticipated to be received from the federal government for the designated fiscal years under 42 U.S.C. ch. 46, subch. V, which provides for the Edward Byrne memorial justice assistance grant program. The drug policy director shall expend the moneys appropriated in this section as provided in the federal law making the moneys available and in conformance with chapter 17A.

Sec. 7. COMMUNITY SERVICES APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:..... \$ 8,300,123  
FFY 2026-2027:..... \$ 8,300,123

b. The appropriations made in this subsection are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 106, which provides for the community services block grant. The department of health and human services shall expend the moneys appropriated in this subsection as provided in the federal law making the moneys available and in conformance with chapter 17A.

c. Each federal fiscal year, the department of health and human services shall allocate not less than 96 percent of the amount of the block grants to eligible community action agencies for programs benefiting low-income persons. Each eligible agency shall receive a minimum allocation of not less than \$185,000. The minimum allocation shall be achieved by redistributing increased moneys from agencies experiencing a greater share of available moneys. The moneys shall be distributed on the basis of the poverty-level population in the area represented by the community action areas compared to the size of the poverty-level population in the state.

2. An amount not exceeding 4 percent of the moneys appropriated in subsection 1 for each federal fiscal year shall be used by the department of health and human services

for administrative expenses. From the moneys set aside by this subsection for administrative expenses, the department of health and human services shall pay to the auditor of state an amount sufficient to pay the cost of auditing the use and administration of the state's portion of the moneys appropriated in subsection 1. The auditor of state shall bill the department of health and human services for the costs of the audits.

Sec. 8. COMMUNITY DEVELOPMENT APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the economic development authority for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$ 26,500,000
FFY 2026-2027:.....	\$ 26,500,000

b. The appropriations made in this subsection are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 69, which provides for community development block grants. The economic development authority shall expend the moneys appropriated in this subsection as provided in the federal law making the moneys available and in conformance with chapter 17A.

2. a. An amount not exceeding \$1,160,000 for the federal fiscal year beginning October 1, 2025, shall be used by the economic development authority for administrative expenses for the community development block grant. The total amount used for administrative expenses includes \$630,000 for the federal fiscal year beginning October 1, 2025, of moneys appropriated in subsection 1 and a matching contribution from the state equal to \$530,000 from the appropriation of state moneys for the community development block grant and state appropriations for related activities of the economic development authority. From the moneys set aside for administrative expenses by this subsection, the economic development authority shall pay to the auditor of state an amount sufficient to pay the cost of auditing the use and administration of the state's portion of the moneys appropriated in subsection 1. The auditor of state shall bill the authority for the costs of the audit.

b. An amount not exceeding \$1,160,000 for the federal fiscal year beginning October 1, 2026, shall be used by the economic development authority for administrative expenses for the community development block grant. The total amount used for administrative expenses includes \$630,000 for the federal fiscal year beginning October 1, 2026, of moneys appropriated in subsection 1 and a matching contribution from the state equal to \$530,000 from the appropriation of state moneys for the community development block grant and state appropriations for related activities of the economic development authority. From the moneys set aside for administrative expenses by this subsection, the economic development authority shall pay to the auditor of state an amount sufficient to pay the cost of auditing the use and administration of the state's portion of the moneys appropriated in subsection 1. The auditor of state shall bill the authority for the costs of the audit.

Sec. 9. SURFACE TRANSPORTATION BLOCK GRANT PROGRAM APPROPRIATIONS. There is appropriated from the fund created pursuant to section 8.41 to the department of transportation for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$192,600,000
FFY 2026-2027:.....	\$192,600,000

The appropriations made in this section are the amounts anticipated to be received from the federal government for the designated fiscal years under 23 U.S.C. ch. 1, §133, which provides funding allocated by the state transportation commission for state and local transportation projects. The department shall expend the moneys appropriated in this section as provided in the federal law making the moneys available and in conformance with chapter 17A.

Sec. 10. LOW-INCOME HOME ENERGY ASSISTANCE APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$ 58,058,248
FFY 2026-2027:.....	\$ 58,058,248

b. The appropriations made in this subsection are in the

amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 94, subch. II, which provides for the low-income home energy assistance block grants. The department of health and human services shall expend the moneys appropriated in this subsection as provided in the federal law making the moneys available and in conformance with chapter 17A.

2. Up to 15 percent, or up to 25 percent if a waiver is approved by the United States department of health and human services, of the amount appropriated in this section that is actually received for each federal fiscal year shall be used for residential weatherization or other related home repairs for low-income households. Of this allocation amount, not more than 10 percent may be used for administrative expenses.

3. After subtracting the allocation in subsection 2, no less than 8.4 percent of the remaining moneys for each federal fiscal year are allocated for administrative expenses of the low-income home energy assistance program contractors, and up to 1.6 percent of the remaining moneys are allocated each federal fiscal year for the low-income home energy assistance program for administrative expenses of the department of health and human services. The costs of auditing the use and administration of the portion of the appropriation in this section that is retained by the state shall be paid from the amount allocated in this subsection each federal fiscal year to the department of health and human services. The auditor of state shall bill the department of health and human services for the audit costs.

4. The remaining moneys of the appropriation made in this section for each federal fiscal year following the allocations made in subsections 2 and 3, shall be used to help eligible households as defined in 42 U.S.C. ch. 94, subch. II, to meet home energy costs.

5. Not more than 10 percent of the amount appropriated in this section each federal fiscal year that is actually received may be carried forward for use in the succeeding federal fiscal year.

6. Expenditures for assessment and resolution of energy problems shall be limited to not more than 5 percent of the

amount appropriated in this section for each federal fiscal year that is actually received.

Sec. 11. SOCIAL SERVICES APPROPRIATIONS.

1. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:..... \$ 15,264,832

FFY 2026-2027:..... \$ 15,264,832

2. The appropriations made in this section are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 7, subch. XX, which provides for the social services block grant. The department of health and human services shall expend the moneys appropriated in this section as provided in the federal law making the moneys available and in conformance with chapter 17A.

Sec. 12. SOCIAL SERVICES BLOCK GRANT PLAN.

1. The department of health and human services during each state fiscal year shall develop a plan for the use of federal social services block grant moneys for the subsequent state fiscal year.

2. The proposed plan shall include all programs and services at the state level which the department proposes to fund with federal social services block grant moneys, and shall identify state and other moneys which the department proposes to use to fund the state programs and services.

3. The proposed plan shall also include all local programs and services which are eligible to be funded with federal social services block grant moneys, the total amount of federal social services block grant moneys available for the local programs and services, and the manner of distribution of the federal social services block grant moneys to the counties. The proposed plan shall identify state and local moneys which will be used to fund the local programs and services.

4. The proposed plan shall be submitted with the department's budget requests to the governor and the general assembly.

Sec. 13. PROJECTS FOR ASSISTANCE IN TRANSITION FROM



HOMELESSNESS.

1. Upon receipt of the minimum formula grant from the substance abuse and mental health services administration to provide mental health services for the homeless, for the state fiscal years beginning July 1, 2025, and July 1, 2026, the department of health and human services shall assure that a project which receives moneys under the formula grant shall do all of the following:

- a. Provide outreach and engagement to homeless individuals and individuals at risk of homelessness and assesses those individuals for serious mental illness.
- b. Enroll those individuals with serious mental illness who are willing to accept services through the project.
- c. Provide case management to homeless persons.
- d. Provide appropriate training to persons who provide services to persons targeted by the grant.
- e. Assure a local match share of 25 percent.
- f. Refer homeless individuals and individuals at risk of homelessness to primary health care, job training, educational services, and relevant housing services.

2. A project may expend moneys for community mental health services, diagnostic services, crisis intervention services, habilitation and rehabilitation services, substance-related disorder services, supportive and supervisory services to homeless persons living in residential settings that are not otherwise supported, and housing services including minor renovation, expansion, and repair of housing, security deposits, planning of housing, technical assistance in applying for housing, improving the coordination of housing services, the costs associated with matching eligible homeless individuals with appropriate housing, and one-time rental payments to prevent eviction.

Sec. 14. CHILD CARE AND DEVELOPMENT APPROPRIATIONS.

1. a. There is appropriated from the fund created pursuant to section 8.41 to the department of health and human services for the following federal fiscal years beginning October 1, and ending September 30, the following amounts:

FFY 2025-2026:.....	\$109,630,285
FFY 2026-2027:.....	\$109,630,285

b. The appropriations made in this section are in the amounts anticipated to be received from the federal government for the designated federal fiscal years under 42 U.S.C. ch. 105, subch. II-B, which provides for the child care and development block grant. The department shall expend the moneys appropriated in this section as provided in the federal law making the moneys available and in conformance with chapter 17A.

2. Moneys appropriated in this section that remain unencumbered or unobligated at the close of the fiscal year shall revert to be available for appropriation for purposes of the child care and development block grant in the succeeding fiscal year.

Sec. 15. PROCEDURE FOR REDUCED FEDERAL MONEYS.

1. Unless otherwise necessary to meet federal requirements, if the moneys received from the federal government for the block grants specified in this Act are less than the amounts appropriated, the moneys actually received shall be prorated by the governor for the various programs, other than for the services to victims of sex offenses and for sex offense prevention under section 4, subsection 3, of this Act, for which each block grant is available according to the percentages that each program is to receive as specified in this Act. However, if the governor determines that the moneys allocated by the percentages will not be sufficient to accomplish the purposes of a particular program, or if the appropriation is not allocated by percentage, the governor may allocate the moneys in a manner which will accomplish to the greatest extent possible the purposes of the various programs for which the block grants are available.

2. Before the governor implements the actions provided for in subsection 1, the following procedures shall be taken:

a. The chairpersons and ranking members of the senate and house standing committees on appropriations, the appropriate chairpersons and ranking members of subcommittees of those committees, and the director of the legislative services agency shall be notified of the proposed action.

b. The notice shall include the proposed allocations, and information on the reasons why particular percentages or

amounts of moneys are allocated to the individual programs, the departments and programs affected, and other information deemed useful. Chairpersons and ranking members notified shall be allowed at least two weeks to review and comment on the proposed action before the action is taken.

Sec. 16. PROCEDURE FOR INCREASED FEDERAL MONEYS.

1. Unless otherwise necessary to meet federal requirements, if moneys received from the federal government in the form of block grants exceed the amounts appropriated in sections 1, 2, 3, 4, and 8 of this Act, the excess shall be prorated to the appropriate programs according to the percentages specified in those sections, except additional moneys shall not be prorated for administrative expenses.

2. If actual moneys received from the federal government from block grants exceed the amount appropriated in section 10 of this Act for the low-income home energy assistance program, not more than 15 percent of the excess may be allocated to the low-income residential weatherization program and not more than 10 percent of the excess may be used for administrative costs.

3. If moneys received from the federal government from community services block grants exceed the amount appropriated in section 7 of this Act, 100 percent of the excess is allocated to the community services block grant program.

Sec. 17. PROCEDURE FOR EXPENDITURE OF ADDITIONAL FEDERAL MONEYS. If other federal grants, receipts, and moneys and other nonstate grants, receipts, and moneys become available or are awarded which are not available or awarded during the period in which the general assembly is in session, but which require expenditure by the applicable department or agency prior to March 15 of the fiscal years beginning July 1, 2025, and July 1, 2026, these grants, receipts, and moneys are appropriated to the extent necessary, provided that the fiscal committee of the legislative council is notified within 30 days of receipt of the grants, receipts, or moneys and the fiscal committee of the legislative council has an opportunity to comment on the expenditure of the grants, receipts, or moneys.

Sec. 18. OTHER GRANTS, RECEIPTS, AND MONEYS. Federal grants, receipts, and moneys and other nonstate grants, receipts, and moneys, available in whole or in part of the

state fiscal years beginning July 1, 2025, and July 1, 2026, are appropriated to the following departments and agencies that are designated by and for the purposes set forth in the grants, receipts, or conditions accompanying the receipt of the moneys, unless otherwise provided by law:

1. Department of administrative services.
2. Department of agriculture and land stewardship.
3. Office of auditor of state.
4. Department for the blind.
5. Department of corrections.
6. Economic development authority.
7. Department of education.
8. Iowa ethics and campaign disclosure board.
9. Iowa finance authority.
10. Offices of the governor and lieutenant governor.
11. Department of health and human services.
12. Department of homeland security and emergency management.
13. Department of inspections, appeals, and licensing.
14. Department of insurance and financial services.
15. Judicial branch.
16. Department of justice.
17. Iowa law enforcement academy.
18. Department of management.
19. Department of natural resources.
20. Board of parole.
21. Department of public defense.
22. Department of public safety.
23. State board of regents.
24. Department of revenue.
25. Office of secretary of state.
26. Iowa state fair authority.
27. Office for state-federal relations.
28. Iowa telecommunications and technology commission.
29. Office of treasurer of state.
30. Department of transportation.
31. Iowa utilities commission.
32. Department of veterans affairs.
33. Department of workforce development.

DIVISION II

CITY REGULATION OF DEVELOPERS, CONTRACTORS, AND SUBCONTRACTORS

Sec. 19. Section 364.3, subsection 20, as enacted by 2025 Iowa Acts, Senate File 603, is amended to read as follows:

20. A city shall not adopt or enforce an ordinance, motion, resolution, or amendment that imposes restrictions, qualifications, or requirements on developers, contractors, or subcontractors related to a developer's or contractor's employee compensation or training beyond what is expressly authorized by state law. A city shall not make receipt of any incentives, or the eligibility for such incentives, contingent upon compliance with any such restrictions, qualifications, or requirements, except as required under federal law.

Sec. 20. EFFECTIVE DATE. This division of this Act, being deemed of immediate importance, takes effect upon enactment.

Sec. 21. RETROACTIVE APPLICABILITY. This division of this Act applies retroactively to March 28, 2025.

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AMY SINCLAIR  
President of the Senate

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PAT GRASSLEY  
Speaker of the House

I hereby certify that this bill originated in the Senate and is known as Senate File 626, Ninety-first General Assembly.

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W. CHARLES SMITHSON  
Secretary of the Senate

Approved \_\_\_\_\_, 2025

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KIM REYNOLDS  
Governor

CHAPTER 21  
COMMUNITY SERVICES BLOCK GRANT (CSBG)

[Prior to 12/29/21, see 427—Chapter 22]

Chapter rescission date pursuant to Iowa Code section 17A.7: 1/1/28

**421—21.1(216A,PL97-35) Definitions.** For the purpose of these rules, unless context otherwise requires:

“*Community action agency*” or “*eligible entity*” means any organization which was officially recognized as a community action agency under the provisions of Section 673(1) of the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, Title VI, Subtitle B, as amended, and Iowa Code sections 216A.91 and 216A.93.

“*CSBG*” means community services block grant program.

“*CSBG Act*” means the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, Title VI, Subtitle B, as amended.

“*Division*” means the division of community action agencies of the department of health and human services.

“*Program year*” means the year beginning October 1 and ending the succeeding September 30. The program year is numbered for that year in which it ends.

“*Reduction*” means funding reduced below the proportional share of funding the eligible entity received in the previous program year.

“*Termination*” means permanent withdrawal of the eligible entity’s authority to obligate funds before that authority would otherwise expire. If an eligible entity’s authority to obligate funds is terminated, no funds may be obligated by the eligible entity after the effective date of the termination.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.2(216A,PL97-35) Purpose.** The CSBG as established by the Omnibus Budget Reconciliation Act of 1981, Public Law 97-35, Title VI, Subtitle B, as amended, provides assistance to states and local communities, working through a network of community action agencies and other neighborhood-based organizations, for the reduction of poverty, the revitalization of low-income communities, and the empowerment of low-income families and individuals in rural and urban areas to become self-sufficient.

Pursuant to Iowa Code section 216A.92, the division shall administer the community services block grant.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.3(216A,PL97-35) Uses of funds.** The CSBG makes available to the state of Iowa funds to be used:

**21.3(1)** To support activities that are designed to assist low-income families and individuals:

- a. To remove obstacles and solve problems that block the achievement of self-sufficiency;
- b. To secure and retain meaningful employment;
- c. To attain an adequate education;
- d. To make better use of available income;
- e. To obtain and maintain adequate housing and a suitable living environment;
- f. To obtain emergency assistance through loans, grants, or other means to meet immediate and urgent family and individual needs; and
- g. To achieve greater participation in the affairs of the communities involved.

**21.3(2)** To address the needs of youth in low-income communities through youth development programs.

**21.3(3)** To make more effective use of, and to coordinate with, other programs related to the purposes of this program.

[ARC 6101C, IAB 12/29/21, effective 2/2/22]

**421—21.4(216A,PL97-35) Apportionment distribution.**

**21.4(1)** *Iowa apportionment.* There is appropriated to the division from the fund created by Iowa Code section 8.41(1) funds to implement the CSBG as described in the CSBG Act.

**21.4(2)** *Distribution of funds.* CSBG funds received according to subrule 21.4(1) shall be allocated to the division and eligible entities as provided by federal law and in accordance with the Iowa Acts.

**21.4(3)** *Poverty-level population.* The state shall use U.S. census statistics to determine the poverty-level population in each community action area.

**21.4(4)** *Local share.* There shall be no local share required under the CSBG.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.5(216A,PL97-35) Eligibility requirements.** The eligibility requirements for an organization to receive and administer CSBG funds are as follows:

**21.5(1)** *Organization.* The organization must meet the definition of a “community action agency” as defined in these rules.

**21.5(2)** *Board composition.* A recognized community action agency shall be governed by a board of directors composed of at least nine members. The board membership shall follow the requirements in Iowa Code section 216A.94.

[ARC 6101C, IAB 12/29/21, effective 2/2/22]

**421—21.6(216A,PL97-35) Community action plan.** All eligible entities shall submit a community action plan for the purpose of applying for CSBG funds. Community action plans must be outcome-based and antipoverty-focused and tie directly to the eligible entity’s community assessment.

**21.6(1)** *Timing.* Eligible entities shall be informed in writing by the division of the due date for the community action plan and the amount of their allocation in accordance with subrule 21.4(2).

**21.6(2)** *Contents.* Instructions for preparing the community action plan shall be provided by the division to all eligible entities. In addition to other information specified in the instructions, the community action plan must:

*a.* Document the continuous use of the full Results Oriented Management and Accountability cycle of assessment, planning, implementation, achievement of results, and evaluation for planning and administering the CSBG;

*b.* Include a budget that equals the amount of the eligible entity’s allocation;

*c.* Include a description of the service delivery system targeted to low-income individuals and families in the service area;

*d.* Include a description of how linkages will be developed to fill identified gaps in the services, through the provision of information, referrals, case management, and follow-up consultations;

*e.* Include a description of how CSBG funds will be coordinated with other public and private resources;

*f.* Include a description of how CSBG funds will be used to support innovative community and neighborhood-based initiatives related to the purposes in rule 421—21.2(216A,PL97-35); and

*g.* Include outcome measures to be used to measure eligible entity performance in promoting self-sufficiency, family stability, and community revitalization.

**21.6(3)** *Nondiscrimination provisions.* Eligible entities must ensure that no person shall, on the basis of race, color, national origin, sex, age, or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under, any activity funded in whole or in part with CSBG funds.

**21.6(4)** *Community assessment.* Eligible entities must conduct a community assessment at least once every three years. The community assessment shall include data specific to poverty, qualitative and quantitative data, and key findings on the causes and conditions of poverty and the needs of the communities assessed. The results of the assessment shall be used to plan activities contained in the community action plan.

**21.6(5)** *Contract.* The division will issue the eligible entity a CSBG contract once the division accepts the community action plan. The contract shall specify required and allowable program activities, general and special conditions, program and fiscal reporting, and audit requirements.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.7(216A,PL97-35) Review and acceptance of community action plans.**

**21.7(1) *Compliance review.*** All activities proposed in the community action plan shall be reviewed by the division personnel for:

- a. Compliance with the specific purposes and uses of funds outlined in rules 421—21.2(216A,PL97-35) and 421—21.3(216A,PL97-35);
- b. Inclusion of assurances that the eligible entity will conduct the CSBG in compliance with all applicable laws; and
- c. Inclusion and proper completion of all forms and instructions included in the request for community action plans.

**21.7(2) *Performance.*** Acceptance of community action plans is dependent on the satisfactory performance of the eligible entity in the past funding year(s). The minimum standards include: timely and adequate expenditure report submissions and program report submissions, prudent management of funds, conformance with state and federal laws relative to the restrictions in the use of funds, requirements regarding the eligible entity's annual audit, and adequate record keeping. Additionally, available records, audits, and determinations from other relevant state and federal agencies may be utilized.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.8(216A,PL97-35) Payments.**

**21.8(1) *Method of payment.*** Eligible entities receiving CSBG funds shall submit a monthly funding request and expenditures report containing the monthly expenditures of the eligible entity in carrying out the activities funded through the CSBG for each month in which activity occurred.

**21.8(2) *Payment refusal.*** The division may refuse or withhold payment of funds for good cause, such as evidence of fraud, lack of management controls, or noncompliance with CSBG contract conditions. Such refusal or withholding shall be appropriately documented, and the eligible entity shall be informed of the reason for refusal or withholding. Regular payment procedures may resume after corrective action and CSBG contract conditions have been met by the eligible entity.

**21.8(3) *Receipt of federal funds.*** All payments shall be subject to the receipt of CSBG funds by the division. The termination, reduction or delay of CSBG funds to the division shall, at the division's option, be reflected in a corresponding modification to CSBG contracts already made.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.9(216A,PL97-35) Amendments to CSBG contract.**

**21.9(1) *Total budget.*** The total of all payments to the eligible entity by the division for the activities required under the eligible entity's CSBG contract shall not exceed the total budget unless modified by a budget amendment to the CSBG contract or by written notice of a funding change by the division.

**21.9(2) *Budget deviations.*** Eligible entity expenditures that exceed budgeted cost category amounts will not be disallowed for payment solely because of minor deviations from the budgeted amount. However, any deviation exceeding 10 percent of the budgeted cost category amount shall require a budget amendment to the CSBG contract, with prior approval granted by the division.

**21.9(3) *Other amendments.*** Requests for community action plan or CSBG contract amendments other than those addressed in subrules 21.9(1) and 21.9(2) shall be considered on a case-by-case basis in conformance with applicable federal and state laws.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.10(216A,PL97-35) Ineligible items.** CSBG funds may not be used for the following activities or costs:

1. Any partisan or nonpartisan political activity or any political activity associated with a candidate, or faction group, in an election for public or party office; any activity to provide voters or prospective voters with transportation to the polls or similar assistance in connection with any such election; or any voter registration activity.
2. The purchase or improvement of land, or the purchase, construction, or permanent improvement (other than low-cost residential weatherization or other energy-related home repairs) of any building or



other facility. Exceptions shall only be provided through the waiver procedure described in Section 678F(a) of the CSBG Act.

[ARC 6101C, IAB 12/29/21, effective 2/2/22]

**421—21.11(216A) Audits and records.** Eligible entities shall arrange and pay for an annual audit. Audits shall be performed by a certified public accountant and in accordance with generally accepted auditing standards. Audit procedures shall conform to the 2 CFR Chapter I, Office of Management and Budget Governmentwide Guidance for Grants and Agreements; and Chapter II, Part 200, et al., Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. In addition, the division may request more frequent audits or examinations of financial records of the eligible entity in order to ensure adequate financial controls are in place and operating.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.12(216A,PL97-35) Designating eligible entities for unserved areas.** If any geographic area of the state is not, or ceases to be, served by a community action agency, and the governor decides to serve such area, the division will adhere to the requirements in Section 676A of the CSBG Act, U.S. Department of Health and Human Services statutory guidance, and other federal and state laws to solicit applications from qualified organizations.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.13(216A,PL97-35) Termination and reduction of funding.** The division may terminate the designation of or reduce the share of CSBG funds allocated to an eligible entity if the division determines that an eligible entity fails to comply with the terms of an agreement, or the Iowa CSBG State Plan, to provide CSBG services or to meet appropriate standards, goals, and other requirements established by the division, including performance objectives. If the division finds cause to terminate the designation of or reduce the funding of an eligible entity, the division will adhere to the requirements in Section 678C of the CSBG Act, U.S. Department of Health and Human Services statutory guidance, and other federal and state laws, including provisions of notification, technical assistance, corrective action, opportunity for a hearing, and federal review, to initiate proceedings to terminate the designation of or reduce the funding of the eligible entity.

[ARC 6101C, IAB 12/29/21, effective 2/2/22; Editorial change: IAC Supplement 6/28/23]

**421—21.14(216A,PL97-35) Client appeal and hearing.** Eligible entities shall adopt a client appeal and hearing procedure to address CSBG client complaints. The procedure shall be used for all clients to file a complaint for the services or benefits provided by the eligible entity and funded solely by the CSBG. The procedure shall also be used when a community action program, co-funded with the eligible entity's CSBG funds, does not have a community action program-specific client appeal and hearing procedure.

[ARC 6101C, IAB 12/29/21, effective 2/2/22]

**421—21.15(216A,PL97-35) Further criteria.** The Iowa CSBG State Plan and Application and the Iowa CSBG Policies and Procedures Manual are incorporated by reference as part of these rules. If any rule in this chapter conflicts with federal law or rules, federal law or rules shall prevail.

[ARC 6101C, IAB 12/29/21, effective 2/2/22]

These rules are intended to implement Iowa Code chapter 216A and P.L. 97-35.

[Filed ARC 6101C (Notice ARC 6004C, IAB 10/20/21), IAB 12/29/21, effective 2/2/22]

[Editorial change: IAC Supplement 6/28/23]

Kim Reynolds, Governor  
Chris Cournoyer, Lieutenant Governor

Kelly Garcia, Director

July 10, 2025

TO: Iowa Community Action Agencies  
Iowa Community Action Association

FROM: Ben Banowetz

RE: Iowa's Proposed FY 2026-2027 CSBG State Plan and Application

Attached are a copy of Iowa's proposed FY 2026-2027 CSBG State Plan and Application (with attachments) and a copy of the notice of public inspection and public hearing.

Please post the State Plan and notice on your association's website or agency's website during the public inspection and comment period (July 15, 2025 through July 28, 2025). Additionally, please post (e.g. bulletin board) the notice at your offices that will be open to the public during the inspection period.

The State Plan public hearing is scheduled for July 29, 2025. Details about the public hearing are included in the attached notice.

Once the State Plan is approved by Iowa HHS, it will be submitted to the U. S. Department of Health and Human Services, Office of Community Services. It is due September 1, 2025.

Please contact me at (515) 724-2746 or [Ben.Banowetz@hhs.iowa.gov](mailto:Ben.Banowetz@hhs.iowa.gov) with any questions.

Thank you,

Attachments

**NOTICE OF PUBLIC INSPECTION AND PUBLIC HEARING****IOWA COMMUNITY SERVICES BLOCK GRANT (CSBG) PROGRAM**

DES MOINES – Iowans have an opportunity to inspect and comment on Iowa's proposed Federal Fiscal Year 2026-2027 Community Services Block Grant (CSBG) State Plan and Application.

The purpose of the federal CSBG Program is to provide assistance to states and local communities, working through a network of community action agencies and other neighborhood-based organizations, for the reduction of poverty, revitalization of low-income communities, and the empowerment of low-income families and individuals in rural and urban areas to become fully self-sufficient. The Iowa Department of Health and Human Services, Division of Community Access and Eligibility administers Iowa's CSBG Program and is authorized by Iowa law to contract and distribute Iowa's CSBG Program funds to Iowa's community action agencies.

Copies of the proposed Iowa Community Services Block Grant 2026-2027 State Plan will be available for public viewing at all Iowa Community Action Agencies, the Iowa Community Action Association, and on the CAA Subdivision website: [Community Services Block Grant | Health & Human Services](#) from July 15 – July 28, 2025. Written comments regarding the plan will be accepted through July 29, 2025, at 8:30am, emailed to [dcaa@hhs.iowa.gov](mailto:dcaa@hhs.iowa.gov) with the subject "CSBG State Plan Comments".

A virtual public hearing on the proposed plan and application will be held on July 29, 2025, at 3:00 PM via Zoom:

<https://us05web.zoom.us/j/81776004999?pwd=amCV4lemQzYBGlk7peYzdvd3p703Kgn.1>

Meeting ID: 817 7600 4999

Passcode: 6mB2VT

Verbal comments received during the meeting are limited to 10 minutes per person.

The proposed plan and application are subject to change based on comments received and regulations from the U. S. Department of Health and Human Services.

# Public Hearing Video

## **Public Hearings and times are as follows:**

HSB 327 - A bill for an act appropriating federal moneys made available from federal block grants and other nonstate sources, allocating portions of federal block grants, and providing procedures if federal moneys or federal block grants are more or less than anticipated.

Sponsored by the Federal and Other Funds Appropriations Subcommittee Committee

Wednesday, April 23, 2025

4:00 PM (introductions begin)

5:00 PM (conclusion of the hearing)

RM 103

## HSB 327 Public Hearing



CSBG Eligible Entities  
(Iowa Community Action Agencies)

FEC7TK27SNC8

166933259

**Community Opportunities, Inc**

**DBA New Opportunities, Inc**

Chad Jensen

23751 Highway 30 East – P.O. Box

Carroll, IA 51401

(712) 792-9266

<https://www.newopp.org>

Service Area (Counties): Audubon, Calhoun, Carroll, Dallas, Greene, Guthrie, and Sac

NONPROFIT

COMMUNITY ACTION AGENCY

CK1MDQAWQ9G5

039311399

**Hawkeye Area Community Action Program, Inc.**

Jane Drapeaux

1515 Hawkeye Drive – P.O. Box 490

Hiawatha, IA 52233

(319) 393-7811

<https://www.hacap.org/>

Service Area (Counties): Benton, Delaware, Dubuque, Iowa, Jackson, Johnson, Jones, Linn,  
and Washington

NONPROFIT

COMMUNITY ACTION AGENCY

FJ15KBN81QS6

078100401

**Community Action of Eastern Iowa**

Daniel Sheridan

500 East 59th Street

Davenport, IA 52807

(563) 324-3236

<https://www.caeiowa.org>

Service Area (Counties): Cedar, Clinton, Muscatine, and Scott

NONPROFIT

COMMUNITY ACTION AGENCY

H75EUS5K4U61

069616266

**MATURA Action Corporation**

Danna Buls

207B N Elm Street

Creston, IA 50801

(641) 782-8431

<https://www.maturacommunityaction.com>

Service Area (Counties): Adair, Adams, Madison, Ringgold, Taylor, and Union

NONPROFIT

COMMUNITY ACTION AGENCY

ENJVVY1JCNJC3

107350035

**Mid-Iowa Community Action, Inc.**

Clarissa Thompson

1001 South 18th Avenue

Marshalltown, IA 50158

(641) 752-7162

<https://micaonline.org>

Service Area (Counties): Hardin, Marshall, Poweshiek, Story, and Tama

NONPROFIT

COMMUNITY ACTION AGENCY

HH5GAB2EAHC5

087073268

**Mid-Sioux Opportunity, Inc.**

Cindy Harpenau

418 S Marion Street

Remsen, IA 51050

(712) 786-2001

<https://midsioux.org>

Service Area (Counties): Cherokee, Ida, Lyon, Plymouth, and Sioux

NONPROFIT

COMMUNITY ACTION AGENCY

TCZ8SD1JPJJ3

098022197

**North Iowa Community Action Organization**

Cindy Davis

218 5th Street SW – P.O. Box 1627

Mason City, IA 50402

(641) 423-8993

<https://nicao-online.org>

Service Area (Counties): Butler, Cerro Gordo, Floyd, Franklin, Hancock, Kossuth, Mitchell, Winnebago, and Worth

NONPROFIT

COMMUNITY ACTION AGENCY

JN9ZJML554M9

098025059

**Northeast Iowa Community Action Corporation**

Trisha Wilkins

305 Montgomery – P.O. Box 487

Decorah, IA 52101

(563) 382-8436

<https://www.neicac.org>

Service Area (Counties): Allamakee, Bremer, Chickasaw, Clayton, Fayette, Howard, and Winneshiek

NONPROFIT

COMMUNITY ACTION AGENCY



NPHUT8CN44K6

078094877

**Operation Threshold**

Barb Grant

1535 Lafayette Street – P.O. Box 4120

Waterloo, IA 50704

(319) 291-2065

<http://www.operationthreshold.org>

Service Area (Counties): Black Hawk, Buchanan, and Grundy

NONPROFIT

COMMUNITY ACTION AGENCY

PF2YNQCKL161

163976731

**IMPACT Community Action Partnership, Inc.**

Anne Bacon

3226 University Avenue

Des Moines, IA 50311

(515) 274-1334

<https://www.impactcap.org/>

Service Area (Counties): Boone, Jasper, Marion, Polk, and Warren

NONPROFIT

COMMUNITY ACTION AGENCY

U8MGMBASYEG3

161917281

**South Central Iowa Community Action Program, Inc.**

Brenda Fry

1711 Osceola Avenue – Suite 103 – P.O. Box 715

Chariton, IA 50049

(641) 774-8133

<https://scicap.org>

Service Area (Counties): Clarke, Decatur, Lucas, Monroe, and Wayne

NONPROFIT

COMMUNITY ACTION AGENCY

MFS1MU9NBEM7

094782687

**Community Action of Southeast Iowa**

Sheri Wilson

2850 Mt. Pleasant Street – Suite 108

Burlington, IA 52601

(319) 753-0193

<https://caofseia.org>

Service Area (Counties): Des Moines, Henry, Lee, and Louisa

NONPROFIT

COMMUNITY ACTION AGENCY

K3WSBQKJ5XK3

040588170

**Southern Iowa Economic Development Association**

**DBA Sieda Community Action**

Brian Dunn

725 West 2nd Street – P.O. Box 658

Ottumwa, IA 52501

(641) 682-8741

<https://www.sieda.org>

Service Area (Counties): Appanoose, Davis, Jefferson, Keokuk, Mahaska, Van Buren, and Wapello

NONPROFIT

COMMUNITY ACTION AGENCY

KA5CFKGE28C9

061317236

**Upper Des Moines Opportunity, Inc.**

Julie Edwards

101 Robins Street – P.O. Box 519

Graettinger, IA 51342

(712) 859-3885

<https://www.udmo.com>

Service Area (Counties): Buena Vista, Clay, Dickinson, Emmet, Hamilton, Humboldt, O'Brien, Osceola, Palo Alto, Pocahontas, Webster, and Wright

NONPROFIT

COMMUNITY ACTION AGENCY

GRCPAJLN7JS1

068675354

**West Central Community Action**

Wendy Mueller

1408A Highway 44 – P.O. Box 709

Harlan, IA 51537

(712) 755-5135

<https://www.westcentralca.org>

Service Area (Counties): Cass, Crawford, Fremont, Harrison, Mills, Monona, Montgomery, Page, Pottawattamie, and Shelby

NONPROFIT

COMMUNITY ACTION AGENCY

KQMPX37PSCA5

153551320

**Community Action Agency of Siouxland**

Jean Logan

2700 Leech Avenue

Sioux City, IA 51106

(712) 274-1610

<https://caasiouxland.org>

Service Area (County): Woodbury

NONPROFIT

COMMUNITY ACTION AGENCY

Kim Reynolds, Governor  
Chris Cournoyer, Lieutenant Governor

Kelly Garcia, Director

## PLANNED ALLOCATIONS

CSBG ELIGIBLE ENTITY	YEAR ONE (FFY 2026)	YEAR TWO (FFY 2027)
	FUNDING AMOUNT	FUNDING AMOUNT
New Opportunities, Inc.	\$269,341	\$269,341
Hawkeye Area Community Action Program, Inc.	\$1,431,137	\$1,431,137
Community Action of Eastern Iowa	\$721,848	\$721,848
MATURA Action Corporation	\$185,000	\$185,000
MICA	\$581,645	\$581,645
Mid-Sioux Opportunity	\$185,000	\$185,000
North Iowa Community Action Organization	\$335,259	\$335,259
Northeast Iowa Community Action Corporation	\$262,717	\$262,717
Operation Threshold	\$492,717	\$492,717
IMPACT Community Action Partnership	\$1,358,030	\$1,358,030
South Central Iowa Community Action Program, Inc.	\$185,000	\$185,000
Community Action of Southeast Iowa	\$299,593	\$299,593
Sieda Community Action	\$390,474	\$390,474
Upper Des Moines Opportunity, Inc.	\$431,848	\$431,848
West Central Community Action	\$531,944	\$531,944
Community Action Agency of Siouxland	\$306,565	\$306,565
<b>TOTAL</b>	<b>\$7,968,118</b>	<b>\$7,968,118</b>

Monitoring of CSBG Eligible Entities

FFY 2026 and FFY 2027

**New Opportunities, Inc.**

FULL ONSITE REVIEW

FY2027 (Q4)

Last onsite: September 19, 2024

**Hawkeye Area Community Action Program, Inc.**

FULL ONSITE REVIEW

FY2027 (Q3)

Last onsite: July 15-16, 2024

**Community Action of Eastern Iowa**

NO REVIEW

N/A

Last onsite: May 8, 2025

**MATURA Action Corporation**

FULL ONSITE REVIEW

FY2027 (Q3)

Last onsite: June 11, 2024

**Mid-Iowa Community Action, Inc.**

FULL ONSITE REVIEW

FY2026 (Q3)

Last onsite: September 19, 2023

**Mid-Sioux Opportunity, Inc.**

FULL ONSITE REVIEW

FY2026 (Q3)

Last onsite: August 28, 2023

**North Iowa Community Action Organization**

NO REVIEW

N/A

Last onsite: May 21, 2025

**Northeast Iowa Community Action Corporation**

FULL ONSITE REVIEW

FY2027 (Q3)

Last onsite: August 5, 2024

**Operation Threshold**

NO REVIEW

N/A

Last onsite: August 13, 2025 (scheduled)

**IMPACT Community Action Partnership**

FULL ONSITE REVIEW

FY2026 (Q3)

Last onsite: August 8, 2023

**South Central Iowa Community Action Program, Inc.**

FULL ONSITE REVIEW

FY2027 (Q3)

Last onsite: September 12, 2024

**Community Action of Southeast Iowa**

NO REVIEW

N/A

Last onsite: October 2-3, 2025 (scheduled)

**Sieda Community Action**

FULL ONSITE REVIEW

FY2026 (Q2)

Last onsite: May 22, 2023

**Upper Des Moines Opportunity, Inc.**

FULL ONSITE REVIEW

FY2027 (Q2)

Last onsite: May 21, 2024

**West Central Community Action**

FULL ONSITE REVIEW

FY2026 (Q2)

Last onsite: January 12, 2023

**Community Action Agency of Siouxland**

N/A

FY 2025 (Q4)

Last onsite: September 11-12, 2025 (scheduled)



**1800****CSBG PROGRAM REVIEWS (MONITORING)****1801 CSBG ONSITE REVIEWS (MONITORING)**

To determine if CAAs are meeting the performance goals, administrative standards, service delivery requirements, federal and state regulations, and other requirements, HHS will conduct a CSBG program operations review and a CSBG organizational standards assessment of each CAA at least once during each three (3) year period (see policy #1805).

To determine if CAAs are meeting the financial management requirements, HHS will conduct an annual CSBG fiscal monitoring review (see policy section #1900).

**1802 CSBG PROGRAM OPERATIONS REVIEWS**

CSBG program operations reviews are to determine if the CAAs are meeting the performance goals, administrative standards, service delivery requirements, and other requirements established by the State of Iowa and HHS. Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls) includes CSBG program operations review information.

**1803 CSBG ORGANIZATIONAL STANDARDS ASSESSMENTS**

CSBG organizational standards assessments are conducted to ensure CAAs have the appropriate capacity to deliver services to low-income people and communities.

Iowa's CSBG State Plan and Application (Section 6: Organizational Standards for Eligible Entities) establishes Iowa's CSBG organizational standards for CAAs, and Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls) includes CSBG organizational standards assessment information.

**1804 GUIDING PRINCIPLES**

HHS conducts its CSBG onsite reviews according to the three (3) CSBG Monitoring Standards: mutual respect, open communication, and joint problem solving.

Mutual Respect: In working with CAA staff and CAA governing board members, HHS values and recognizes the unique knowledge, ability, and independence of each person. HHS is committed to treating all persons fairly and maintaining credibility by matching actions with words.

Open Communication: Effective communication is key in facilitating good working relationships with partners; and HHS is committed to keeping the lines of communication open. The purpose of communication is to assist in developing solutions to problems, to share program improvement ideas, and provide information on new developments in the anti-poverty field. HHS will communicate frequently through a variety of tools and media. HHS is open to contact and is committed to listening to suggestions, concerns, and to gaining an understanding of local operations and to assist locals in pursuing priorities.

Joint Problem Solving: HHS operates under the basic belief that a team approach to problem solving is in the best interest of all parties involved. HHS believes that collectively HHS and the CAA can arrive at the best solution to any situation. HHS wants to promote an

environment in which the office and all Community Action partners will be open to change and can work together in exploring options and developing mutually agreeable solutions. The goal is to have CAAs function independently with HHS's support in an effort to meet the needs of local communities within the parameters set by legislation.

#### 1805 SCHEDULING CSBG ONSITE REVIEWS

CAAs will receive a CSBG onsite review at least once during each three (3) year period. Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls (Monitoring of Eligible Entities)) includes HHS's CSBG onsite review schedule. The schedule identifies the CAA, review type, target date, and the date of the CAA's last full CSBG onsite review.

CSBG onsite reviews will generally be conducted during the last six (6) months of the CSBG program year. HHS will contact the CAA Executive Director and the CAA CSBG staff to schedule the CSBG onsite review (see policy #1809).

HHS will follow the federal guidance on three (3) year CSBG onsite review scheduling provided in OCS, CSBG Information Memorandum, Transmittal #97.

#### 1806 RE-SCHEDULING CSBG ONSITE REVIEWS

A CAA must notify HHS, as soon as possible, when a situation occurs that would require a scheduled CSBG onsite review to be postponed or changed. If this occurs, HHS will work with the CAA Executive Director to reschedule the visit.

When a situation occurs that would require HHS to postpone or change a scheduled CSBG onsite review, HHS will notify the CAA as soon as possible. HHS will work with the CAA Executive Director to reschedule the visit.

#### 1807 CSBG PROGRAM OPERATIONS REVIEW INSTRUMENT

During the CSBG onsite review, HHS will work with CAA staff to complete the CSBG Program Operations Review instrument (CSBG monitoring instrument). HHS's CSBG monitoring instrument, at a minimum, will include questions and procedures for reviewing the following:

- Governing board structure (tripartite)
- CAA by-laws and board materials
- Board governance
  - Board meeting agendas, minutes, and other information
  - Board vacancies and attendance
  - Board manuals
  - Board policies and procedures
- CSBG financial and program reports
- CAA audits and risk assessments
- ROMA system
  - Community Action National Performance Indicators (NPIs) data review and verification
  - Community Action NPIs targeting and reporting
- CAA policies, procedures, and operations

Desk-Monitoring (Desk-Reviews):

CAA documents and materials that are, or can be made readily available to HHS, are necessary for completing the CSBG onsite review, and would not require HHS to visit the CAA to inspect, may be reviewed at the HHS office as part of the CAA's CSBG onsite review. It is HHS's discretion to select the CAA documents and materials to desk-review.

## 1808 CSBG ORGANIZATIONAL STANDARDS ASSESSMENT INSTRUMENT

During the CSBG onsite review, HHS will work with CAA staff to complete the CSBG Organizational Standards Assessment instrument. The CSBG Organizational Standards Assessment instrument includes the 58 CSBG organizational standards for private, nonprofit CSBG eligible entities, developed by the CSBG Organizational Standards Center of Excellence, guidance, and procedures for assessing a CAA.

Iowa's CAAs are required to meet the 58 CSBG organizational standards for private, nonprofit CSBG eligible entities (CSBG Contract, Special Terms and Conditions, Article 28.11). The 58 CSBG organizational standards are listed in policy #2301.

Desk-Monitoring (Desk-Reviews):

CAA documents and materials that are, or can be made readily available to HHS, are necessary for completing the CSBG onsite review, and would not require HHS to visit the CAA to inspect, may be reviewed at the HHS office as part of the CAA's CSBG onsite review. It is HHS's discretion to select the CAA documents and materials to desk-review.

## 1809 CSBG ONSITE REVIEW PROCEDURES

The following are HHS's procedures for conducting CSBG onsite reviews:

1. HHS will contact the CAA Executive Director and the CAA CSBG staff to schedule the CSBG onsite review.
2. At least thirty (30) calendar days prior to the CSBG onsite review, HHS will provide the CAA a CSBG onsite review engagement letter, a copy of the CSBG program operations review instrument, a copy of the CSBG organizational standards assessment instrument, a list of data that will be inspected (see policy #2003), and any other information necessary for conducting the review.
3. HHS will conduct an exit meeting with the CAA Executive Director, CAA CSBG staff, and/or other appropriate CAA staff once the CSBG onsite review of information has been completed. HHS will work with the CAA Executive Director to schedule the exit meeting.
4. CSBG Program Operations Review Report:  
No later than sixty (60) calendar days following the CSBG onsite review exit meeting, HHS will complete and send the CAA Executive Director and CAA Board President/Chair a review letter/report. If HHS does not identify any deficiencies requiring corrective action, a technical assistance plan (TAP), or quality improvement plan (QIP), the review letter/report will complete and close the CSBG program operations review. If HHS does identify

deficiencies requiring corrective action, a TAP, or a QIP, at a minimum, the review letter/report will:

- Inform the CAA of the deficiencies
- Require the CAA to correct the deficiencies
- Include a due date or timeline for the CAA to correct the deficiencies
- If appropriate or necessary, HHS will offer the CAA training and technical assistance to address the deficiencies, or require the CAA to address the deficiencies with other training and technical assistance

HHS will not require training and technical assistance to address the deficiencies if the CAA has the expertise and skills to correct the deficiencies and can correct the deficiencies in a reasonable amount of time.

Corrective Action:

CAAs with deficiencies, that HHS has determined do not require training and technical assistance to address, will be given at least sixty (60) calendar days to correct the deficiencies.

The CSBG program operations review will not be considered complete until HHS determines the CAA's corrective actions have been completed and the deficiencies identified in the review letter/report have been corrected. Once corrected, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter accepting the corrective actions and closing the CSBG program operations review.

CAAs that fail to meet the requirements in the review letter/report will be required to work with HHS on a technical assistance plan or be required to develop and implement a quality improvement plan.

Deficiencies corrected by the CAA, and determined by HHS to be corrected prior to HHS issuing the review letter/report, will be identified in the review letter/report as corrected deficiencies.

Technical Assistance Plan:

CAAs with deficiencies, that HHS has determined require training and technical assistance to correct, will be required to work with HHS on developing a technical assistance plan (TAP) to correct the deficiencies. HHS will adhere to the TAP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116, when developing a TAP with a CAA.

The CSBG program operations review will not be considered complete until HHS determines the CAA has met the TAP requirements. Once the TAP requirements are met, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter stating that the TAP requirements have been met and the CSBG program operations review is complete.

CAAs that fail to meet the TAP requirements will be required to work with HHS on another technical assistance plan or be required to develop and implement a quality improvement plan, and HHS may conduct a follow-up CSBG onsite review (see policy #1814.)

Quality Improvement Plan:

CAAs with one or more significant deficiencies, as determined by HHS, will be required to develop and implement a quality improvement plan (QIP) to correct the deficiencies. HHS will adhere to the QIP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116, when requiring a CAA to develop and implement a QIP.

Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls) includes HHS's process for reporting QIPs to OCS.

The CSBG program operations review will not be considered complete until HHS determines the CAA has met the QIP requirements. Once the QIP requirements are met, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter stating that the QIP requirements have been met and the CSBG program operations review is complete.

CAAs that fail to meet the QIP requirements will receive a follow-up CSBG onsite review (see policy #1814).

5. CSBG Organizational Standards Assessment Report:

No later than sixty (60) calendar days following the CSBG onsite review exit meeting, HHS will complete and send the CAA Executive Director and CAA Board President/Chair an assessment letter/report and a copy of the completed CSBG Organizational Standards Assessment instrument. If HHS does not identify any unmet standards, the assessment letter/report will complete and close the CSBG organizational standards assessment. If HHS does identify unmet standards, at a minimum, the assessment letter/report will:

- Inform the CAA of the unmet standards
- Require the CAA to correct the unmet standards
- Include a due date or timeline for the CAA to correct the unmet standards
- If appropriate or necessary, HHS will offer the CAA training and technical assistance to address the unmet standards, or require the CAA to address the unmet standards with other training and technical assistance

HHS will not require training and technical assistance to address the unmet standards if the CAA has the expertise and skills to correct the unmet standards and can correct the unmet standards in a reasonable amount of time.

Corrective Action:

CAAs with unmet standards, that HHS has determined do not require training and technical assistance to address, will be given at least sixty (60) calendar days to correct the unmet standards.

The CSBG organizational standards assessment will not be considered complete until HHS determines the CAA's corrective actions have been completed and the unmet standards identified in the assessment letter/report have been corrected. Once corrected, HHS will complete and send the CAA Executive Director and the CAA Board

President/Chair a letter accepting the corrective actions and closing the CSBG organizational standards assessment.

CAAs that fail to meet the requirements in the assessment letter/report will be required to work with HHS on a technical assistance plan or be required to develop and implement a quality improvement plan.

Unmet standards corrected by the CAA, and determined by HHS to be corrected prior to HHS issuing the assessment letter/report, will be identified in the assessment letter/report as corrected standards.

Technical Assistance Plan:

CAAs with unmet standards (that HHS has determined require training and technical assistance to address) will be required to work with HHS on developing a technical assistance plan (TAP) to correct the unmet standards. HHS will adhere to the TAP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116, when developing a TAP with a CAA.

The CSBG organizational standards assessment will not be considered complete until HHS determines the CAA has met the TAP requirements. Once the TAP requirements are met, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter stating that the TAP requirements have been met and the CSBG organizational standards assessment is complete.

CAAs that fail to meet the TAP requirements will be required to work with HHS on another technical assistance plan or be required to develop and implement a quality improvement plan, and HHS may conduct a follow-up CSBG onsite review (see policy #1814.)

Quality Improvement Plan:

CAAs with multiple unmet standards, that HHS determines reflect organizational challenges and risk, will be required to develop and implement a quality improvement plan (QIP) to correct the unmet standards. HHS will adhere to the QIP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116, when requiring a CAA to develop and implement a QIP.

Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls) includes HHS's process for reporting QIPs to OCS.

The CSBG organizational standards assessment will not be considered complete until HHS determines the CAA has met the QIP requirements. Once the QIP requirements are met, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter stating that the QIP requirements have been met and the CSBG organizational standards assessment is complete.

CAAs that fail to meet the QIP requirements will receive a follow-up CSBG onsite assessment (see policy #1814).

1810 CSBG ORGANIZATIONAL STANDARDS AGENCY SELF-ASSESSMENT INSTRUMENT

CAAs that are not scheduled to receive a CSBG onsite review during the CSBG program year are required to complete and submit a CSBG organizational standards agency self-assessment report. CAAs must use HHS's CSBG Organizational Standards Agency Self-Assessment instrument to assess their CAA against the 58 CSBG organizational standards. HHS will provide the instrument, instructions, and guidance for completing and submitting a self-assessment report.

Iowa's CAAs are required to meet the 58 CSBG organizational standards for private, nonprofit CSBG eligible entities (CSBG Contract, Special Terms and Conditions, Article 28.11.) The 58 CSBG organizational standards are listed in policy #2301.

1811 CSBG ORGANIZATIONAL STANDARDS AGENCY SELF-ASSESSMENT

CAAs that are not scheduled to receive a CSBG onsite review during the CSBG program year are required to complete and submit the CSBG Organizational Standards Agency Self-Assessment instrument. HHS will provide the self-assessment instrument, instructions, and guidance to those CAAs (see policy #1810). HHS will review and validate, through a desk-review process, each CAA self-assessment.

CAA CSBG Organizational Standards Agency Self-Assessment Due Date:

CSBG organizational standards agency self-assessments are due on or before the last day of the CSBG program year.

CSBG Organizational Standards Agency Self-Assessment Report:

No later than sixty (60) calendar days following the receipt of a CAA's CSBG organizational standards agency self-assessment, HHS will complete and send the CAA Executive Director an assessment letter/report. If HHS does not identify any issues with the self-assessment, the assessment letter/report will complete and close the self-assessment process. If HHS does identify issues with the self-assessment, at a minimum, the assessment letter/report will:

- Inform the CAA of the issues
- Require the CAA to correct the issues
- Include a due date or timeline for the CAA to correct the issues
- If appropriate or necessary, HHS will offer the CAA training and technical assistance to address the issues, or require the CAA to address the issues with other training and technical assistance

HHS will not require training and technical assistance to address the issues if the CAA has the expertise and skills to correct the issues and can correct the issues in a reasonable amount of time.

Corrective Action:

CAAs with self-assessment issues, that HHS has determined do not require training and technical assistance to address, will be given at least sixty (60) calendar days to correct the issues.

The self-assessment will not be considered complete until HHS determines the CAA's corrective actions have been completed and the issues identified in the assessment letter/report have



been corrected. Once corrected, HHS will complete and send the CAA Executive Director a letter accepting the corrective actions and closing the self-assessment.

CAAs that fail to meet the requirements in the assessment letter/report will be required to work with HHS on a technical assistance plan or be required to develop and implement a quality improvement plan.

Technical Assistance Plan:

CAAs with self-assessment issues, that HHS has determined require training and technical assistance to address, will be required to work with HHS on developing a technical assistance plan (TAP) to correct the issues. HHS will adhere to the TAP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116, when developing a TAP with a CAA.

The self-assessment will not be considered complete until HHS determines the CAA has met the TAP requirements. Once the TAP requirements are met, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter stating that the TAP requirements have been met and the self-assessment is complete.

CAAs that fail to meet the TAP requirements will be required to work with HHS on another technical assistance plan or be required to develop and implement a quality improvement plan, and HHS may conduct a follow-up CSBG onsite review (see policy #1814).

Quality Improvement Plan:

CAAs with significant self-assessment issues, that HHS determines reflect organizational challenges and risk, will be required to develop and implement a quality improvement plan (QIP) to correct the issues. HHS will adhere to the QIP requirements in the CSBG Act (Section 678C) and the federal guidance provided in OCS, CSBG Information Memorandum, Transmittal #116, when requiring a CAA to develop and implement a QIP. Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls) includes HHS's process for reporting QIPs to OCS.

The self-assessment will not be considered complete until HHS determines the CAA has met the QIP requirements. Once the QIP requirements are met, HHS will complete and send the CAA Executive Director and the CAA Board President/Chair a letter stating that the QIP requirements have been met and the self-assessment is complete.

CAAs that fail to meet the QIP requirements will receive a follow-up CSBG onsite review (see policy #1814).

1812 GOVERNING BOARD MEETING OBSERVATIONS AND REVIEWS

HHS may conduct CAA governing board meeting observations and reviews. HHS will contact the CAA Executive Director to schedule a board meeting observation.

HHS will complete the Board Meeting Observation Assessment form after conducting the board meeting observation.



**1813 NEW ENTITIES (CSBG ONSITE REVIEWS)**

HHS will conduct a CSBG onsite review for each newly designated entity within 180 calendar days after the completion of the first year in which such entity receives funds through Iowa's CSBG program. The CSBG onsite review will include a CSBG program operations review, a CSBG organizational standards assessment, a CSBG fiscal monitoring review, and at least one governing board meeting observation and review.

**1814 FOLLOW-UP CSBG ONSITE REVIEWS**

HHS will conduct follow-up CSBG onsite reviews, including prompt visits to CAAs that fail to meet the performance goals, administrative standards, service delivery requirements, financial management requirements, or other requirements established by the State of Iowa and HHS. The follow-up CSBG onsite reviews may include CSBG program operations reviews, CSBG organizational standards assessments, CSBG fiscal monitoring reviews, and/or at least one governing board observation and review.

If HHS decides to conduct a follow-up CSBG onsite review, the CAA will be notified of the follow-up CSBG onsite review at least seven (7) calendar days prior to the onsite review.

**1815 ADDITIONAL ONSITE REVIEWS**

HHS will conduct an appropriate CSBG onsite review for CAAs that have federal, state, or local grants that were terminated for cause (CSBG Act, Section 678B(4)). The onsite review will be conducted within 180 calendar days of HHS being notified of the grant termination. The CSBG Contract (Special Terms and Conditions, Article 28.13) includes the CAA's requirements for notifying HHS when a grant is terminated for cause.

**1816 DATA REVIEW AND VERIFICATION**

See policy #2003.

**1817 RISK ASSESSMENTS**

See policy #2204.

**1900****FISCAL MONITORING****1901 CSBG FISCAL MONITORING REVIEWS**

Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls (Fiscal Controls and Audits and Cooperation Assurance)) addresses CSBG fiscal monitoring reviews.

HHS is responsible for conducting annual CSBG fiscal monitoring reviews. HHS's fiscal staff review the CAA's financial management and operations to assure the CAA is in compliance with federal and state regulations and HHS fiscal requirements. During the CSBG fiscal monitoring reviews, the fiscal staff will provide technical assistance as necessary. HHS is responsible for developing and administering the CSBG fiscal monitoring review procedures.

For each CSBG fiscal monitoring review, HHS will inform HHS of any findings or deficiencies. For CSBG specific findings or deficiencies, HHS will work with the CAA in administering any corrective action requirements.

**1902 AUDITS**

The CSBG Contract (Special Terms and Conditions, Article 20.0) provides CAA annual audit requirements, and Iowa's CSBG State Plan and Application (Section 10: Monitoring, Corrective Action, and Fiscal Controls (Fiscal Controls and Audits and Cooperation Assurance)) includes the HHS's annual audit review procedures.

See policies #1713, #1714, and #1715 for additional information regarding CAA annual audits.

**1903 RISK ASSESSMENTS**

See policy #2204.