

14 Days Cash on Hand Waiver Request
Iowa LIHEAP Program

DCAA prior approval is required when requesting a waiver to retain Unpaid/Approved (encumbered) funds for more than 14 calendar days, after receipt of funds by the agency. The request must be made within the 14 calendar day period but prior to the 14th day. See the *LIHEAP Contract* and the Members Only page of the DCAA website for more information.

Agency _____ Date _____

Contact Person _____ Phone _____

_____ Number of times in the past 12 months a waiver was requested

_____ Date the agency received the funds

_____ Date of the 14th calendar day

_____ Date the remaining funds will be expended/paid

_____ Amount advanced to the agency (this is the total amount requested in the Monthly Expenditure Report)

_____ Amount that will be paid within the 14 calendar day period

_____ Amount remaining after the 14 calendar day period

Reason why the funds could not be paid within the 14 calendar day period

DCAA Review

Approval Yes No

Reviewed By _____ Date _____

Comments
