

**A report to the Iowa Legislature  
Per Administrative Rules 761-401.18  
Plates or validation sticker furnished – retained by owner – special plates**

Prepared by  
Iowa Department of Transportation

**January 2013**

This report is submitted by the Iowa Department of Transportation, Motor Vehicle Division in compliance with Administrative Rule 761-401.18(3) Discontinuance. This rule requires the department to report to the legislature if 250 paid applications for any of the special registration plates subject to this rule are not submitted within one year after the date the department makes the plate available for application in order to request authority to discontinue any of the special registration plates established under Iowa Code section 321.34, new subsections 20C, 25 and 26 as amended by 2011 Iowa Acts, House File 651, section 2.

HF651 became effective July 1, 2011 for the purpose of "Providing for a special civil war sesquicentennial motor vehicle registration plate, special fallen peace officers plates, and special military combat plates, establishing fees, and making appropriations." Plates to be established include:

- Civil War Sesquicentennial
- Combat Infantryman Badge
- Combat Action Badge
- Combat Action Ribbon (US Coast Guard and US Marine Corp/US Navy)
- Air Force Combat Action Medal
- Combat Medical Badge
- Fallen Peace Officer

Designs and applications for each of these plates can be found on the Office of Vehicle and Motor Carrier Services web site <http://www.iowadot.gov/mvd/ovs/newPlates2011.html> and can also be obtained by calling the Office of Vehicle and Motor Carrier Services at 515-237-3110, faxing a request to 515-237-3056 or by e-mailing [vehser@dot.iowa.gov](mailto:vehser@dot.iowa.gov).

The information and applications for all plates on this site were posted on July 12, 2011. The actual plate design for the Fallen Peace Officer plate was not approved until July 9, 2012.

**Based on language established in HF 651, before any of these seven plates can be applied for or manufactured, the following requirements must be met:**

- Each plate type must have 250 start-up orders accompanied by a \$20 processing fee. **(The \$20 processing fee is separate from the plate fee and therefore cannot be credited to any of the fees of the special license plates once they are available.)**

#### **Administrative Effort Involved**

The estimated level of administrative effort involved in each of these steps has included staff from the Office of Vehicle and Motor Carrier Services and staff from various divisions within the Department of Transportation.

- Created seven separate spreadsheets to record customer information for any start-up fees received – approximately one hour.
- Identified general ledger accounts in order to process the \$20 start-up fees received or requests for refunds – approximately one-half hour.
- Developed application form for License Plate Start-Up Fee (411257) – approximately 30 hours.
- Developed the DOT website and periodically update the start-up fee numbers – approximately 40 hours, 5 minutes weekly to update figures.
- Obtained sample license plates for review and approval – approximately 40 hours.

- Developed emergency and regular rules package – approximately 40 hours.
- No programming has occurred at this time. The level of effort for the requirements gathering, programming, testing and certification for all seven plates is estimated at 280 hours.

**Plate Application Status  
As of January 9, 2013**

<b>Plate Type</b>	<b>Contact</b>	<b>Date Plate Design Approved</b>	<b>Orders Received</b>	<b>Refunds</b>	<b>Beneficiary of Fees Collected</b>
Civil War Sesquicentennial	Capt. Kathy Barton, Office of the Adjutant General of Iowa	7/29/2011	24	2	Fees collected will be appropriated to the Iowa Dept of Cultural Affairs to be used for the Iowa Battle Flag Project.
Fallen Peace Officer	Mark Ludwick, Special Agent, DCI, DPS	7/9/2012	52	0	Fees collected will be appropriated to the Iowa DPS to distribute in the form of grants to nonprofit organizations that provide resources to assist in the rebuilding of lives of surviving families and affected co-workers of law enforcement officers killed in the line of duty.
Combat Infantryman Badge	Capt. Kathy Barton, Office of the Adjutant General of Iowa	7/6/2011	15	1	Fees collected will be appropriated to the Veterans License Fee Fund.
Combat Action Badge	Capt. Kathy Barton, Office of the Adjutant General of Iowa	7/6/2011	10	0	Fees collected will be appropriated to the Veterans License Fee Fund.
Combat Action Ribbon (US Coast Guard and US Marine/US Navy)	Capt. Kathy Barton, Office of the Adjutant General of Iowa	7/6/2011	5	0	Fees collected will be appropriated to the Veterans License Fee Fund.
Air Force Combat Action Medal	Capt. Kathy Barton, Office of the Adjutant General of Iowa	7/6/2011	0	0	Fees collected will be appropriated to the Veterans License Fee Fund.
Combat Medical Badge	Capt. Kathy Barton, Office of the Adjutant General of Iowa	7/6/2011	3	0	Fees collected will be appropriated to the Veterans License Fee Fund.

**Recommendation:**

761 Iowa Administrative Code 401.18(3) states that "[i]f 250 paid applications for any special registration plate [listed in this report] are not submitted within one year after the date the department makes the plate available for application, the department shall report that fact to the legislature at the next regular session of the general assembly and request authority to discontinue the special registration plate." The department notes that the legislature also has the option by appropriate legislative action to lift the requirement for 250 paid applications for any of the identified plates should it be determined that it is in the public interest or the interest of the eligible parties to place the plate in production and make it immediately available to applicants.