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STATE OF IOWA

CATALOG OF
STATE SERVICES TO
LOCAL GOVERNMENTS

PREPARED BY THE OFFICE OF PLANNING AND PROGRAMMING

division of municipal affairs

IOWA STATE TRAVELING LIBRARY
DES MOINES, IOWA

CATALOG OF
STATE SERVICES TO
LOCAL GOVERNMENTS

Prepared by the
Division of Local Affairs
Office for Planning and Programming
State of Iowa

September 1970

The preparation of this report was financed in part through a comprehensive planning grant from the Department of Housing and Urban Development.

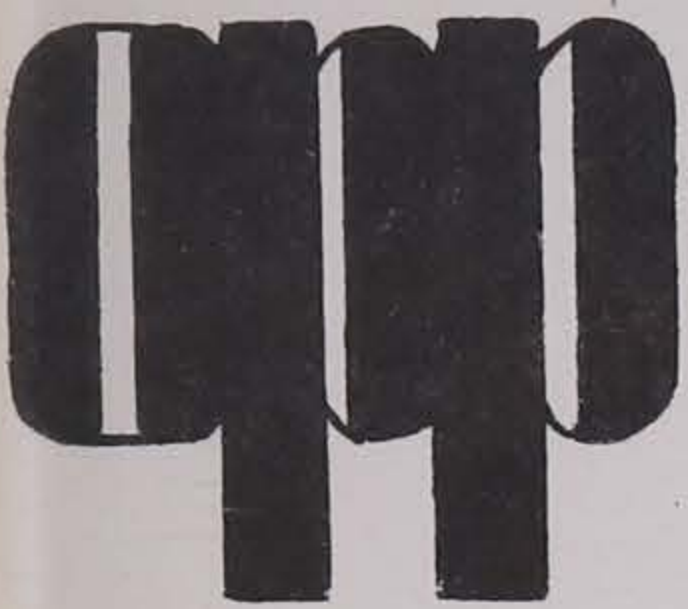
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STATE OF IOWA

Office for Planning and Programming

STATE CAPITOL DES MOINES, IOWA 50319 TELEPHONE 515 281-5974

ROBERT D. RAY
Governor

LEROY H. PETERSEN
Director

September 1, 1970

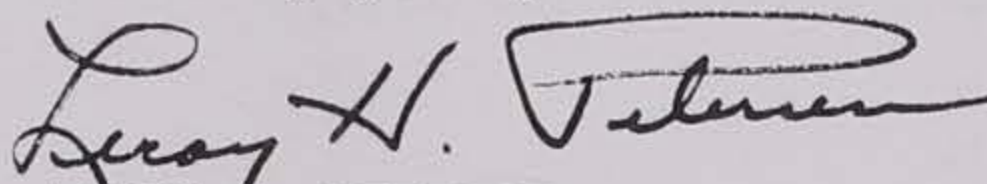
The Honorable Robert D. Ray
Governor of Iowa
State Capitol
Des Moines, Iowa

Dear Governor Ray:

In providing a statutory base for the Office for Planning and Programming, the Sixty-third General Assembly asked that we provide better state service to local governments through the creation of a Division of Local Affairs. The passage of this law, along with your directive for this office to find new ways for state government to serve the local governments of Iowa, has prompted us to compile a catalog of those state services offered to local governments.

The Catalog of State Services to Local Governments, transmitted herewith, constitutes the initial step in our search, for it provides this office and local governments with a handy reference to services already being provided. As such, it marks the beginning of our efforts to find the new services local governments need, and it signals a significant closing of the "information gap" between state government and the people it serves.

Sincerely yours,


LEROY H. PETERSEN

LHP:nh

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USING THIS CATALOG

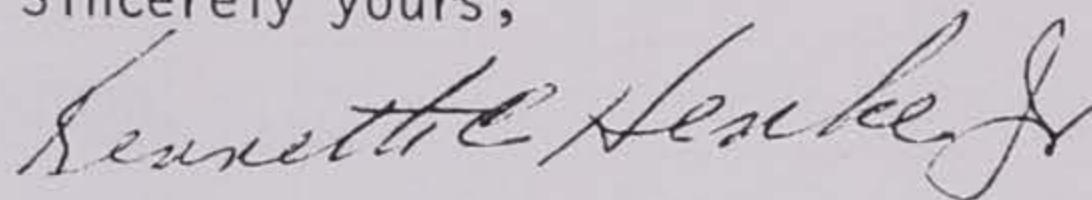
The Catalog of State Services to Local Governments is designed as a convenient reference to state programs for Iowa's municipalities, counties, and school districts.

The Catalog provides a description of state services to local governments by program title, eligibility, identification of the administering agency, the authorizing legislation and funding of the program, a listing of printed material available, and a source of further information. A directory of agency addresses and regional locations of state agencies appears at the conclusion of the Catalog to provide local governments with central addresses and field contacts for programs of community or regional interest.

The Catalog is arranged alphabetically by department and by services within the department, as indicated in the Table of Contents. An Alphabetical Subject Index is located at the back of the catalog.

The Catalog has been compiled by the Division of Local Affairs, Office for Planning and Programming in cooperation with those state agencies which provide services to local governments. If response to this edition so justifies, OPP will periodically revise and update the Catalog. Comments toward improving any future editions would be appreciated.

Sincerely yours,



KENNETH C. HENKE, Jr.
Director
Division of Local Affairs
Office for Planning and Programming

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PROGRAM TITLE	AIR AGE EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to promote a greater general acceptance of the airplane as a safe, economical, and utilitarian mode of transportation. The program provides the following services: (1) educational materials for use in the classroom and by other organizations; (2) assistance to colleges and universities in establishing and conducting Air Age Education Workshops for Teachers and (3) participation in Career Days in high schools and colleges to inform students of aviation careers.</p>
ELIGIBILITY	<p>Services are available to schools and organizations upon request.</p>
ADMINISTERING AGENCY	Iowa Aeronautics Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 328</p> <p>Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	<p>Approximately 200 different pamphlets and brochures are available for teachers' use in the classroom, covering practically all grade levels and subject matter; printed matter is available to pilots, relating to safety, education, and promotion (free-loan film library of 78 16mm films).</p>
FOR INFORMATION CONTACT	Iowa Aeronautics Commission

PROGRAM TITLE	AIRPORT DEVELOPMENT
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to develop a usable network of airports in the State of Iowa. Services of the program include: (1) administration of financial aid for land acquisition, improvement, and construction, excepting the construction of hangars; (2) assistance to communities in developing, expanding, and improving present airport facilities; and (3) technical assistance to local airports and jurisdictions in technical problems, designs, location studies, and construction.</p>
ELIGIBILITY	Financial aid is available only to municipally owned airports.
ADMINISTERING AGENCY	Iowa Aeronautics Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 328. Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Aeronautics Commission

PROGRAM TITLE	AVIATION PUBLIC INFORMATION
NATURE AND PURPOSE OF PROGRAM	The Commission maintains a pool of information and statistics to be drawn on by the general public and the aviation community.
ELIGIBILITY	Information is available upon request.
ADMINISTERING AGENCY	Iowa Aeronautics Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 328. Federal, state, and local funds
PRINTED INFORMATION AVAILABLE	<u>Directory of Airports</u> <u>State Aeronautical Chart</u> <u>Aviation Bulletin</u>
FOR INFORMATION CONTACT	Iowa Aeronautics Commission

PROGRAM TITLE	AVIATION SAFETY
NATURE AND PURPOSE OF PROGRAM	The program provides for periodic inspections of all public-use airports, including review and recommendations on tower locations, approach and departure zones, control areas and control zones, and navigational facilities.
ELIGIBILITY	The service is available to all public-use airports.
ADMINISTERING AGENCY	Iowa Aeronautics Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 328. Federal, state, and local funds
PRINTED INFORMATION AVAILABLE	<u>Quarterly Safety Bulletin</u>
FOR INFORMATION CONTACT	Iowa Aeronautics Commission

PROGRAM TITLE	COORDINATION OF PROGRAMS FOR THE AGING
NATURE AND PURPOSE OF PROGRAM	<p>The program provides consultative assistance in all areas concerning aging -- health, housing, employment, retirement, income maintenance, education, recreation, etc..</p> <p>Recommendations are made to state and local agencies serving the aging for the purpose of coordinating their various activities.</p> <p>The Commission initiates, funds, and supervises all projects in the state which are funded under Title III of the Older American Act.</p>
ELIGIBILITY	<p>All services, while designed primarily for the elderly, must be generally available. The local government unit or community organization best qualified to implement a program in aging is most eligible. Local units must show capability to develop and operate a program; they must demonstrate ability to provide local matching support and be capable of operating a permanent program.</p>
ADMINISTERING AGENCY	Commission on the Aging
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 249B. P.L. 89-73, Title III.</p> <p>Federal and local funds.</p>
PRINTED INFORMATION AVAILABLE	<p>All material from the Commission, including newsletter, brochures, loans of films, filmstrips, and slides are free of charge; materials are available from Federal agencies and are free or at cost.</p>
FOR INFORMATION CONTACT	Commission on the Aging

PROGRAM TITLE	AGRICULTURE - HEALTH RELATIONS
NATURE AND PURPOSE OF PROGRAM	The Department of Agriculture maintains continuous co-operative relationships with local and city health departments in matters pertaining to the manufacturing and marketing of all food products.
ELIGIBILITY	Local and city health departments
ADMINISTERING AGENCY	Department of Agriculture
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 159. State funds.
PRINTED INFORMATION AVAILABLE	Brochure entitled "Iowa -- A Place to Grow"
FOR INFORMATION CONTACT	Department of Agriculture

PROGRAM TITLE	AGRICULTURAL INFORMATION
NATURE AND PURPOSE OF PROGRAM	The Department of Agriculture collects, develops, and publishes detailed information, by counties, concerning marketing, production data, statistics, and other phases of the agriculture industry in the state.
ELIGIBILITY	Information is available to all local governments and citizens upon request.
ADMINISTERING AGENCY	Department of Agriculture
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 159. State funds.
PRINTED INFORMATION AVAILABLE	<u>Iowa Annual Farm Census</u> <u>Iowa Yearbook on Agriculture</u>
FOR INFORMATION CONTACT	Department of Agriculture Office of the Secretary

PROGRAM TITLE	AGRICULTURAL PROMOTION
NATURE AND PURPOSE OF PROGRAM	The Department of Agriculture is involved in continual promotional activities designed to secure out-of-state markets for the agricultural products of the state.
ELIGIBILITY	Local governments and citizens throughout the state.
ADMINISTERING AGENCY	Department of Agriculture
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 159.
PRINTED INFORMATION AVAILABLE	Various literature and pamphlets.
FOR INFORMATION CONTACT	Marketing Division Department of Agriculture

PROGRAM TITLE	NOXIOUS WEED CONTROL
NATURE AND PURPOSE OF PROGRAM	<p>This is a comprehensive program of control administered through the Department of Agriculture. The Department conducts an annual two-day training school for county officials. Public education is conveyed through the mass media. County meetings dealing with specific problems are sponsored by the Department. Assistance is provided in the identification of noxious weeds. A state-wide weed control meeting is also held annually.</p>
ELIGIBILITY	<p>County weed commissioners under the supervision of the county boards of supervisors and other interested local officials or citizens.</p>
ADMINISTERING AGENCY	Department of Agriculture
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 159 and 317.
PRINTED INFORMATION AVAILABLE	<p><u>Noxious Weeds and Methods for Their Control</u> <u>Noxious Weed Bulletin</u></p>
FOR INFORMATION CONTACT	Deputy Secretary Department of Agriculture

PROGRAM TITLE

SOIL CONSERVATION

NATURE AND PURPOSE
OF PROGRAM

Efficient usage and preservation of land is one of the most important facets of the state's agricultural activities. Toward this end, the Department of Agriculture administers the program of soil conservation districts and the disbursement of state funds to these districts. The Department also conducts various soil surveys, and holds two meetings of an educational and instructional nature for soil conservation District Commissioners, an annual Short Course, and an annual conference.

ELIGIBILITY

Local governments throughout the state.

ADMINISTERING
AGENCY

Department of Agriculture

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 467A.4.

State funds.

PRINTED
INFORMATION
AVAILABLE

Various pamphlets upon request.

FOR INFORMATION
CONTACT

Department of Agriculture
Conservation Committee

PROGRAM TITLE	STATE AID TO LOCAL AGRICULTURAL ACTIVITIES
NATURE AND PURPOSE OF PROGRAM	<p>The Department of Agriculture administers state aid appropriated by the legislature to shows which are organized, conducted, and sponsored by local communities.</p> <p>The state aids a maximum of three Farmers Institutes in each county per year. State aid is also available to poultry shows within one county, or affiliated with adjacent counties in a district show.</p> <p>Counties may hold Short Courses and receive state aid, providing they hold no county fair during the same year.</p>
ELIGIBILITY	All counties are eligible for funds in support of Farmers Institutes, Poultry Shows, or Short Courses.
ADMINISTERING AGENCY	Department of Agriculture
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 159.</p> <p>State funds.</p>
PRINTED INFORMATION AVAILABLE	<u>Iowa Yearbook on Agriculture</u>
FOR INFORMATION CONTACT	Department of Agriculture

PROGRAM TITLE	STATE APPEAL BOARD
NATURE AND PURPOSE OF PROGRAM	<p>The State appeal Board offers individual citizens of Iowa a legal recourse against governmental action in four areas: (1) Municipal contracts and bonds for public improvement; (a) Municipal budgets; (3) Claims against the State of Iowa and; (4) Tort claims filed by a citizen against a state agency or any of its employees. The State of Iowa may also use the State Appeal Board to file a claim against a municipality.</p>
ELIGIBILITY	All Iowa citizens.
ADMINISTERING AGENCY	State Appeal Board
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 23, 24, 25, and 25A. State funds.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	State Appeal Board

PROGRAM TITLE	ARCHEOLOGICAL RESEARCH
NATURE AND PURPOSE OF PROGRAM	<p>The objectives of the program are: (1) development of scientific information about the prehistoric and historic peoples of Iowa; (2) provision of relevant state departments with information for planning and development; and (3) preservation of antiquities. Research by the State Archeologist forms the basis for development by other state agencies providing facilities for large numbers of people. Frequent publications by the State Archeologist describe the program.</p>
ELIGIBILITY	<p>Status reports and publications by the State Archeologist are available upon request.</p>
ADMINISTERING AGENCY	<p>State Archeologist</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 305A. State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>State Archeologist University of Iowa</p>

PROGRAM TITLE

ARTS SYMPOSIUMS

NATURE AND PURPOSE
OF PROGRAM

The Iowa State Arts Council sponsors yearly Arts Symposiums for the purpose of promoting the arts within the communities of Iowa. These symposiums are held on a yearly basis at various locations throughout the state. The council chooses the site from local applications, which are due February 1 of the given year.

ELIGIBILITY

Any municipality desiring to serve as host for an Arts Symposium may apply to the Council; preliminary discussion before application is desirable.

ADMINISTERING
AGENCY

Iowa State Arts Council, in cooperation with local communities.

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Iowa 62nd G.A., Chapter 249.
Federal and State funds.

PRINTED
INFORMATION
AVAILABLE

Newsletter
Programs Brochure, containing information on available programs, plus application forms.

FOR INFORMATION
CONTACT

Iowa State Arts Council

PROGRAM TITLE	REGIONAL ART SHOWS
NATURE AND PURPOSE OF PROGRAM	The Iowa Arts Council promotes and provides financial assistance to twelve annual Regional Art Shows held in the state. The regionals are designed to exhibit and encourage amateur art in Iowa.
ELIGIBILITY	Information is available on request.
ADMINISTERING AGENCY	Iowa State Arts Council and University of Northern Iowa, Extension Services.
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Iowa 62nd G.A., Chapter 249. Federal and State funds.
PRINTED INFORMATION AVAILABLE	<u>Programs Brochure</u> , describing availability of this and other programs available. <u>Amateur Art Program Brochure</u> , containing information and regulations specifically about this program.
FOR INFORMATION CONTACT	Iowa State Arts Council

PROGRAM TITLE	LEGAL OPINIONS
NATURE AND PURPOSE OF PROGRAM	The Attorney General issues legal opinions on questions of law upon the request of state officials, members of the general assembly, or county attorneys. Attorney General opinions are available in published form. Bound reports of Attorney General opinions are published biennially by the State of Iowa and may be obtained from the State Printing Office.
ELIGIBILITY	State officials, members of the general assembly, and county attorneys.
ADMINISTERING AGENCY	Attorney General
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 13.2. State funds.
PRINTED INFORMATION AVAILABLE	<u>Report of the Attorney General of Iowa</u>
FOR INFORMATION CONTACT	Attorney General

PROGRAM TITLE	SCHOOLS OF INSTRUCTION AND CONFERENCES ON LOCAL ADMINISTRATION OF LAWS
NATURE AND PURPOSE OF PROGRAM	<p>The Office of the Attorney General provides speakers for conferences of local officials upon request and providing members of the staff are available to fulfill such requests. Other services to local governments include annual schools of instruction for justices of the peace, supervisory assistance to county attorneys, and the conducting of biennial conferences for county attorneys.</p>
ELIGIBILITY	<p>Local governments may request speakers from the Attorney General's Office. Assistance and training are provided for justices of the peace and supervision and conferences are furnished to county attorneys.</p>
ADMINISTERING AGENCY	Attorney General
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 13.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Attorney General

PROGRAM TITLE	AUDITS -- GENERAL AND SPECIAL
NATURE AND PURPOSE OF PROGRAM	<p>In performing the statutory duty of conducting general annual audits of every county and municipality in the state, the Office of the Auditor provides information to the State and its various political subdivisions whereby economy in agency affairs and improved fiscal management may result.</p> <p>In addition, special audits are performed from time to time with regard to specific questions.</p>
ELIGIBILITY	<p>Annual audits are rendered to all local governments on an involuntary basis. Special audits may be requested by any unit of local government, subject to approval by the Office of the Auditor.</p>
ADMINISTERING AGENCY	State Auditor
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 11.</p> <p>State funds.</p>
PRINTED INFORMATION AVAILABLE	<p><u>Biennial Report of County Finances</u>;</p> <p><u>Report of Municipal Finances</u></p>
FOR INFORMATION CONTACT	Office of the State Auditor

PROGRAM TITLE	BANKING CONFERENCES
NATURE AND PURPOSE OF PROGRAM	The Banking Department conducts conferences and lectures of an educational nature as the need arises, to provide technical assistance and information to state banking officials.
ELIGIBILITY	This service is made at the discretion of the Banking Department
ADMINISTERING AGENCY	Banking Department
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Iowa 63rd G.A., Chapter 273. Fees from state chartered banks.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Banking Department

PROGRAM TITLE	BANKING INFORMATION
NATURE AND PURPOSE OF PROGRAM	As supervisor of all state chartered banks and trust companies in Iowa, the Banking Department collects, maintains, and publishes information regarding the banking industry. Information, not of a confidential nature, is available for use by local government officials relative to existing banking operations within a community.
ELIGIBILITY	This service is available on request to units of local government.
ADMINISTERING AGENCY	Banking Department
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Iowa 53rd G.A., Chapter 273. Fees from state chartered banks
PRINTED INFORMATION AVAILABLE	<u>Annual Reports</u>
FOR INFORMATION CONTACT	Banking Department

PROGRAM TITLE	EDUCATION OF THE VISUALLY HANDICAPPED
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to aid the blind of Iowa to achieve integration into society on the basis of competitive equality. The Commission provides counselling services to schools and to interested agencies. A regional library located in Des Moines operates as a lending library with books, records, and other materials.</p>
ELIGIBILITY	<p>School officials and interested agencies and individuals may request counselling and library services of the Commission.</p>
ADMINISTERING AGENCY	<p>Commission for the Blind</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 93. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Commission for the Blind</p>

PROGRAM TITLE	CIVIL RIGHTS - COMPLIANCE
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the Commission is to eliminate unfair and discriminatory practices based upon race, creed, color, national origin, sex, or religion in public accommodations, employment, housing, apprenticeship programs, on-the-job training programs, and vocational schools.</p> <p>The Commission receives complaints and endeavors to eliminate discrimination by methods of conference, conciliation, and persuasion. The Commission has the power to hold public hearings, to issue cease and desist orders, and to seek court orders of enforcement. The principal activity of the program is enforcement of the 1965 Iowa Civil Rights Act and the 1967 housing amendment.</p>
ELIGIBILITY	Any person claiming to be aggrieved by a practice forbidden in the 1965 Act may file a complaint with the Commission.
ADMINISTERING AGENCY	Iowa Civil Rights Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 105A.</p> <p>Federal, state, and local funds.</p>
PRINTED INFORMATION AVAILABLE	<p>Iowa Civil Rights Act</p> <p><u>Model Human Rights Ordinance</u></p>
FOR INFORMATION CONTACT	Iowa Civil Rights Commission Compliance Division

PROGRAM TITLE	CIVIL RIGHTS - EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the education division is to plan and conduct programs designed to eliminate racial, religious, cultural, and intergroup tensions. Through public speaking, publications, and other media, the Commission conducts programs to educate the people of Iowa of their rights under the Iowa Civil Rights Act of 1965.</p>
ELIGIBILITY	<p>Educational services are provided to any person, private organization, or governmental unit requesting information or technical assistance in projects aimed at reducing intergroup tensions and combating discrimination and prejudice.</p>
ADMINISTERING AGENCY	Iowa Civil Rights Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 105A. Federal, state, local, and private funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>Annual Report</u> <u>Quarterly Newsletters</u> <u>Teacher Recruitment Brochure</u></p>
FOR INFORMATION CONTACT	Iowa Civil Rights Commission Education Division

PROGRAM TITLE

CIVIL RIGHTS - TECHNICAL ASSISTANCE

NATURE AND PURPOSE
OF PROGRAM

The Commission provides information and technical assistance to local agencies and organizations in matters related to civil rights. The Commission also provides assistance to those requesting aid in locating the proper agencies to handle particular problems in civil rights and civil liberties not within the Commission's jurisdiction. To implement the Civil Rights Act, the Commission offers suggestions on the development and maintenance of orderly and effective integrated policies to employers, labor unions, employment agencies, places of public accommodations, apprenticeship and on-the-job training programs, and vocational programs.

ELIGIBILITY

Technical assistance is available upon request.

ADMINISTERING
AGENCY

Iowa Civil Rights Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 105A.
Federal, state, and local funds

PRINTED
INFORMATION
AVAILABLE

Model Human Rights Ordinance

FOR INFORMATION
CONTACT

Iowa Civil Rights Commission

PROGRAM TITLE	HIGHWAY-RAILROAD GRADE CROSSING SAFETY FUND
NATURE AND PURPOSE OF PROGRAM	<p>The Highway-Railroad Grade Crossing Safety Fund is administered by the Commerce Commission. On application, the Commission considers the needs of, and benefits accruing to the railroad and the governmental unit involved. Following a hearing, the Commission determines the allocation of costs between the parties, paid from the Highway-Grade Crossing Fund.</p>
ELIGIBILITY	All local governments are eligible to apply for funds.
ADMINISTERING AGENCY	Commerce Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 478.22, 478.25, 478.26. State funds.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa State Commerce Commission

PROGRAM TITLE	INFORMATION SERVICE
NATURE AND PURPOSE OF PROGRAM	The files maintained by the Commerce Commission serve as a storehouse of general and statistical information relative to the operations of common carriers, public utilities, and public docks in Iowa.
ELIGIBILITY	This service is made available on request to local governments.
ADMINISTERING AGENCY	Commerce Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 424. State funds.
PRINTED INFORMATION AVAILABLE	<u>Annual Reports</u>
FOR INFORMATION CONTACT	Iowa State Commerce Commission.

PROGRAM TITLE	INVESTIGATIONS AND HEARINGS
NATURE AND PURPOSE OF PROGRAM	<p>The Commerce Commission is empowered to investigate and hold hearings in response to complaints submitted by local government officials concerning the rates and operations of common carriers, public utilities, and public docks within the state.</p>
ELIGIBILITY	<p>This service is rendered to all units of local government filing petitions of complaint with the Commission.</p>
ADMINISTERING AGENCY	Commerce Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 474.34, 475.7, 490A.3, 490A.6, 384.4. State funds for investigations and hearings concerning rates and operations of common carriers and public docks. Public utilities are assessed for expenses incurred by the Commission in administering their regulation.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa State Commerce Commission

PROGRAM TITLE	VIADUCT OR UNDERPASS INSPECTION AND APPROVAL
NATURE AND PURPOSE OF PROGRAM	<p>Iowa cities with a population over 5,000 may pass an ordinance requiring a railroad company to construct a viaduct or underpass over or under a point where the railroad tracks bisect a public road, street, or highway. Before such an ordinance may become legally valid, however, the Iowa State Commerce Commission must examine and approve the municipal proposal requiring the railroad company to construct such viaduct or underpass. The city must be able to show the commission that such construction was required to insure the safety and convenience of the community.</p>
ELIGIBILITY	<p>All cities with a population over 5,000 are required to submit plans for construction of a viaduct or underpass over or under railroad tracks to the Iowa State Commerce Commission for approval.</p>
ADMINISTERING AGENCY	Iowa State Commerce Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 387.2. State funds.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa State Commerce Commission

PROGRAM TITLE	BUDGETARY INFORMATION ON LOCAL GOVERNMENTS
NATURE AND PURPOSE OF PROGRAM	<p>The Comptroller is an ex-officio member of the State Appeal Board which prescribes and reviews the format of all budgets prepared by local governmental jurisdictions in Iowa. The Office of the Comptroller provides a storehouse of budgetary information available to local governments.</p>
ELIGIBILITY	<p>Information is available upon request to the Comptroller.</p>
ADMINISTERING AGENCY	<p>Office of the Comptroller</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 24 .</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Office of the Comptroller</p> <p>IOWA STATE TRAVELING LIBRARY DES MOINES, IOWA</p>

PROGRAM TITLE	STATE COMMUNICATIONS
NATURE AND PURPOSE OF PROGRAM	The objective of the program is to coordinate communications to effect maximum practical consolidation and joint use of communications services. The program provides for coordination of communications design--for example: an educational radio and television facility to serve the entire state, a compatible computer program, and a police radio network.
ELIGIBILITY	Technical assistance in communications design is available on request.
ADMINISTERING AGENCY	Office of the Comptroller
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 88. Federal and state funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Office of the Comptroller

PROGRAM TITLE	COMPREHENSIVE STATE OUTDOOR RECREATION PLANNING
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to provide maximum enjoyable outdoor recreation through planning and coordination of recreational efforts at all levels of government and the private sector. The Comprehensive State Outdoor Recreation Plan provides for measuring outdoor recreation supply and demand, determining program needs to meet the demands, and establishing methods of program implementation to meet the needs.</p>
ELIGIBILITY	<p>Services are available to local governmental agencies having an outdoor recreation plan or showing evidence that such a plan is being prepared.</p>
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 107 through 111A, <u>Land and Water Conservation Fund Act of 1965</u>, P.L. 88-578</p> <p>Federal and state funds.</p>
PRINTED INFORMATION AVAILABLE	Outdoor Recreation Plan for Iowa
FOR INFORMATION CONTACT	State Conservation Commission

PROGRAM TITLE	COUNTY CONSERVATION BOARD COORDINATION
NATURE AND PURPOSE OF PROGRAM	<p>County Conservation Boards are required by law to submit all land acquisition requests, development plans, and programs to the State Conservation Commission for review and approval. Proposed areas are inspected, development plans are reviewed, and recommendations are made for Commission action. Technical assistance on wildlife management and forestry practices, as well as council and advice on general outdoor recreation practices and programs, is provided for the establishment and activities of County Conservation Boards. The State Conservation Commission acts as a liaison between the County Conservation Boards and all the other offices of the State Commission and other offices of state and federal government.</p>
ELIGIBILITY	<p>Any County Boards duly established as required under Chapter 111A of the <u>Code of Iowa</u> are eligible for the services of the <u>State Conservation Commission</u>.</p>
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 107 through 111A. <u>Land and Water Conservation Fund Act of 1965</u>, P.L. 85-578. Federal and state funds.</p>
PRINTED INFORMATION AVAILABLE	<p>County Conservation Board, Area Directory Conservation Board, Personnel Directory</p>
FOR INFORMATION CONTACT	State Conservation Commission

PROGRAM TITLE	FIRE PROTECTION
NATURE AND PURPOSE OF PROGRAM	It is the responsibility of the State Conservation Commission to provide for protection against fire and other destructive forces on state and privately owned forest and wildlife areas. The Commission cooperates with federal and other state agencies in protection programs, for example in providing rural fire department with hand equipment.
ELIGIBILITY	Forest and wildlife areas are eligible for protection programs against fire or other destructive elements with the approval of the Commission and the consent of the owner if on privately owned lands.
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 107. Federal and state funds.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	State Conservation Commission Lands and Waters Division

PROGRAM TITLE	FISH MANAGEMENT
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to provide the maximum fishing recreation possible for the people of Iowa consistent with available resources. Activities of the Fish and Game Division of the State Conservation Commission relating to fish management include: (1) artificial propagation and stocking of game fish; (2) undesirable fish control; (3) lake and stream fish habitat conservation; (4) public fishing access acquisition, maintenance and development; and (5) fish management general activities including law enforcement, education, and public relations.</p>
ELIGIBILITY	<p>Federal, municipal, county conservation board and other governmental agency waters as well as privately owned farm ponds are eligible to participate in fish management and stocking programs.</p>
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 107, 108, 109, 110. Federal and state funds.</p>
PRINTED INFORMATION AVAILABLE	State Conservation Commission
FOR INFORMATION CONTACT	State Conservation Commission Fish and Game Division

PROGRAM TITLE	FOREST MANAGEMENT
NATURE AND PURPOSE OF PROGRAM	<p>The State Conservation Commission is charged with the management of private and public owned forest lands to provide a sustained yield of products, maintain and improve watershed values, and protect soil productivity. Professional foresters of the forestry section provide timberland management services to cities, county conservation boards, school districts and county soil conservation districts. Foresters also provide services to other state agencies in planting projects and scenic easements. The program is carried on in cooperation with the U. S. Forest Service.</p>
ELIGIBILITY	<p>Assistance in forest management is available upon request with the qualification that trees from the State Forest Nursery cannot be planted within city or town limits. Only limited advise is available on individual tree problems.</p>
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 107 and 111. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	<p>An "Iowa Forestry Bulletin" is available from the Conservation Commission.</p>
FOR INFORMATION CONTACT	<p>State Conservation Commission Lands and Waters Division</p>

PROGRAM TITLE	PARKS AND RECREATION SERVICES
NATURE AND PURPOSE OF PROGRAM	The objective of the service is to establish, maintain, improve, and beautify public parks and preserves on the shores of lakes, streams, or other waters, or at other places within the State which are of historical, geological, or by other reason of natural scenic beauty. Program activities include investigation of areas, sites, and structures, land purchase, and development and maintenance of the area.
ELIGIBILITY	State Parks, Recreation Areas, and Historic Preserves provide a service to all citizens of Iowa, the United States, and foreign governments.
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Code of Iowa, Chapters 106, 107, 108, 111, 111A, 111B, 112 and 308. Federal and state funds
PRINTED INFORMATION AVAILABLE	Biennial Report State Parks in Review (Annual) Iowa State - Owned Recreational Areas Individual Park Folders
FOR INFORMATION CONTACT	State Conservation Commission

PROGRAM TITLE

WATERWAYS REGULATION

NATURE AND PURPOSE
OF PROGRAM

It is the responsibility of the Waterways Section of the Conservation Commission to carry out the following programs:

1. Administer the water rights program in regards to all meandered lakes and streams including the beds and banks thereof.
2. Investigate and issue permits for all commercial and private construction on and over all meandered lakes and streams.
3. Supervise and regulate all commercial and private sand and gravel removal operations.
4. Watershed erosion control and shoreline protection.
5. Boating Safety and Navigation Enforcement.
6. Water access and facility development and maintenance.

ELIGIBILITY

Erosion Control - State owned lake watershed and cost sharing on private owned land in State Lakes watersheds. Other programs are eligible to all interested parties.

ADMINISTERING
AGENCY

State Conservation Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapters 106 and 111.

Boat Registration receipts - sand and gravel royalties receipts - State Legislature appropriation and Federal cost sharing funds.

PRINTED
INFORMATION
AVAILABLE

Boating regulation - various water safety brochures - lists of Lakes and Streams and various access and recreation brochures.

FOR INFORMATION
CONTACT

State Conservation Commission
Lands and Waters Division

PROGRAM TITLE	WILDLIFE MANAGEMENT
NATURE AND PURPOSE OF PROGRAM	The State Conservation Commission is responsible for the protection, propagation, and preservation of wildlife. Activities of the Commission include: (1) land acquisition; (2) development and maintenance of game management areas; (3) biological surveys; (4) research; (5) enforcement of game laws; (6) development of wildlife habitat on both public and private lands; (7) establishment of regulations for harvest of surplus game species; and (8) public relations.
ELIGIBILITY	Technical assistance is available to landowners for wildlife management practices.
ADMINISTERING AGENCY	State Conservation Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 107, 109, 110. Federal and state funds.
PRINTED INFORMATION AVAILABLE	Various bulletins are available on the following topics: (1) identification and habits of various species; (2) techniques for improving wildlife management; (3) rules and regulations governing wildlife; and (4) results of investigations and surveys.
FOR INFORMATION CONTACT	State Conservation Commission Fish and Game Division

PROGRAM TITLE	LAW ENFORCEMENT ACTION PROJECTS
NATURE AND PURPOSE OF PROGRAM	Funds are available to support law enforcement projects which are designed to implement recommendations of the state's comprehensive law enforcement plan which are of the highest priority.
ELIGIBILITY	Any state agency, county or incorporated municipality is eligible to receive a grant under this program.
ADMINISTERING AGENCY	Iowa Crime Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Omnibus Crime Control and Safe Streets Act of 1968, P.L. 90-351.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Crime Commission

PROGRAM TITLE	LAW ENFORCEMENT EDUCATION, STUDENT AID
NATURE AND PURPOSE OF PROGRAM	<p><u>LOANS</u>: The Law Enforcement Student Loan Program makes available ten-year low-interest bearing (3%) notes of up to \$1,800 per academic year to full-time students enrolled in undergraduate or graduate programs leading to degrees in areas directly related to law enforcement. These loans can be cancelled at the rate of 25 percentum for each year of full-time employment in a public State, local or Federal law enforcement agency.</p> <p><u>GRANTS</u>: The Law Enforcement Student Grant Program makes available payments for tuition and fees not exceeding \$200 per academic quarter or \$300 per semester for full-time or part-time enrollment in an undergraduate or graduate program leading to a degree or certificate in an area related to law enforcement. Beneficiaries must be full-time employees of a publicly funded law enforcement agency and must agree to remain in the service of the employing agency for a period of two years following completion of any course of study funded by a grant.</p>
ELIGIBILITY	Accredited institutions of higher education are eligible to seek grants or loans for their students. The institution is responsible for determining the eligibility of applicants in accordance with guidelines released by the Law Enforcement Assistance Administration, U.S. Department of Justice. Priority in determining loan recipients shall be given first to police or correctional personnel of States or veterans of U.S. Armed Services.
ADMINISTERING AGENCY	The program at the local level is administered by accredited institutions of higher education who are acting as representatives of the Office of Academic Assistance, Law Enforcement Assistance Administration, U.S. Department of Justice, Washington, D.C. 20530
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Omnibus Crime Control and Safe Streets Act of 1968, P.L. 90-351.</p> <p>Federal funds.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Crime Commission

PROGRAM TITLE

LAW ENFORCEMENT PLANNING

NATURE AND PURPOSE
OF PROGRAM

Funds are available to provide financial support for the development and implementation of plans for orderly, realistic and effective improvement in existing law enforcement and crime control systems. Law enforcement encompasses all aspects of the law enforcement system -- police, courts and corrections, as well as general programs for crime prevention and citizen action. The program is based on the premise that comprehensive planning, based on state and local evaluation of law enforcement problems, is an indispensable requisite for significant progress in crime prevention and control, increasing public safety and effective utilization of federal and local funds.

ELIGIBILITY

Funds are available to counties, incorporated municipalities, or combinations thereof.

ADMINISTERING
AGENCY

Iowa Crime Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Omnibus Crime Control and Safe Streets Act of 1968,
P.L. 90-351.

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Iowa Crime Commission

PROGRAM TITLE	INDUSTRIAL, COMMERCIAL AND AGRICULTURAL RESEARCH
NATURE AND PURPOSE OF PROGRAM	<p>The purposes of this program are to: (1) identify, through research, new and profitable economic opportunities which exist or will develop in the future and to communicate these opportunities to appropriate corporate managements; (2) develop and promote new uses and markets for Iowa Agricultural products through technical and economic research; and (3) provide useful data and information regarding the Iowa economy to prospective industrial interests, consultants, and individuals.</p> <p>This program does not provide actual assistance to local governments, other than the published research results.</p>
ELIGIBILITY	All have equal access to publications and data released by this division.
ADMINISTERING AGENCY	Iowa Development Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 28.</p> <p>All State funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>Iowa Manufacturers Directory</u> (\$10)</p> <p><u>Iowa Export Directory</u> (Free)</p> <p><u>Legal Aspects of Doing Business in Iowa</u> (Free)</p> <p><u>Iowa Statistical Abstract</u> (Free) - plus many specific research projects--list available on request.</p>
FOR INFORMATION CONTACT	Iowa Development Commission

PROGRAM TITLE

INDUSTRIAL DEVELOPMENT ASSISTANCE

NATURE AND PURPOSE OF PROGRAM

This program seeks to encourage and assist new industries and commercial enterprises to locate in Iowa and seeks to encourage and assist existing enterprises to expand their facilities in Iowa. The major workload of the Division consists of participating in meetings and in-office conferences with and making speeches to representatives of Iowa's development corporations and Chambers of Commerce. In addition, the Annual Economic Development Clinic and the six annual Regional Economic Development Workshops are arranged; industrial site evaluation studies are prepared; and a community and economic factor data bank is maintained. Meetings are held occasionally with local government officials to discuss their role in industrial development. Local city councils and County Boards of Supervisors are frequently involved in industrial development by extension or improvement of sewer, water, gas, power, streets, etc. in order to serve manufacturing plants.

ELIGIBILITY

Any organization formed to promote economic development or local unit of government may receive assistance from the staff of the Development Division.

ADMINISTERING AGENCY

Iowa Development Commission

AUTHORIZING LEGISLATION; SOURCES OF FUNDS

Code of Iowa, Chapter 28.

State funds.

PRINTED INFORMATION AVAILABLE

Community Fact File, Community Guide to Industrial Development, Skillful Hands are in Iowa, Profit with an Iowa Location, Industrial Site Evaluation Report, Legal Aspects of Doing Business in Iowa.

FOR INFORMATION CONTACT

Iowa Development Commission
Development Division

PROGRAM TITLE

PLANNING ASSISTANCE FOR LOCAL JURISDICTIONS

NATURE AND PURPOSE
OF PROGRAM

The objective of this program is to promote the economic and orderly growth and development of the urban areas of Iowa through long-range comprehensive planning programs. This is accomplished by providing planning assistance to cities, towns, counties, and groups of adjacent communities, incorporated and unincorporated. Assistance is provided in the application for and administration of federal funds under section 701 of the Federal Housing Act of 1954. This Act provides for federal assistance up to 2/3 of the estimated cost of planning work to be undertaken. Federal grants are available to finance studies of economic base, land use, population, traffic circulation and parking, neighborhood analysis, housing, urban renewal, community facilities, public utilities, capital budgeting, and subdivision and zoning regulations.

ELIGIBILITY

City or town councils through their appointed plan and zoning commissions and the county board of supervisors through their zoning commissions, or a combination of municipalities and counties through a regional or metropolitan plan commission are eligible.

ADMINISTERING
AGENCY

Iowa Development Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 28.

State and Federal Funds

PRINTED
INFORMATION
AVAILABLE

Detailed information on the program is available through the Planning Division. It is not produced for general distribution due to the complexity of the requirements. Many free publications relative to the nature of planning programs are available.

FOR INFORMATION
CONTACT

Iowa Development Commission
Planning Division

PROGRAM TITLE

PROMOTIONAL INFORMATION ON IOWA

NATURE AND PURPOSE
OF PROGRAM

The task of the public relations program is to tell the story of Iowa and to achieve greater economic growth for the state. To accomplish this, the division carries out a multi-faceted program. The program includes working closely with news media, publishing a monthly digest and preparing a number of pamphlets and promotional materials. The program also includes an advertising segment designed to arouse interest in Iowa among industrial and commercial prospects and to make Iowa's assets known across the nation. Development of foreign trade through Trade Missions and creating an awareness of Iowa through "Sell Iowa" trips are also included in the program scope.

ELIGIBILITY

ADMINISTERING
AGENCY

Iowa Development Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDSCode of Iowa, Chapter 28.

General Funds, State of Iowa IDC appropriations

PRINTED
INFORMATION
AVAILABLE

Films and printed information available without cost upon request.

FOR INFORMATION
CONTACTIowa Development Commission
Public Relations Division

PROGRAM TITLE	TOURISM PROMOTION
NATURE AND PURPOSE OF PROGRAM	<p>Objectives and purposes of the tourism promotion are to encourage and foster visits to and around Iowa by both out-of-state and state residents, with the objective of projecting an impressive and favorable image of the state to the traveling public. Technical assistance may be provided local governments at their request in the form of written materials outlining tourism promotion guidelines, or in printed tourism promotional materials which might be of value in promoting their local programs. This could include maps, state tourist brochures, and related publications. Instructive films and workshops are also available to local governments in the tourism promotion area. Co-operative travel promotion opportunities are available to Iowa tourist attractions when feasible at sports and vacation shows. Travel development materials are available to communities on request.</p>
ELIGIBILITY	<p>Any person, private organization, or local unit of government with an interest in travel is eligible for the assistance of the tourism promotion division. Most requests come from local Chambers of Commerce, motel, hotel, and restaurant associations, private entrepreneurs in the travel serving businesses, attraction and special events sponsors.</p>
ADMINISTERING AGENCY	Iowa Development Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 28.7.
PRINTED INFORMATION AVAILABLE	<p>A folder outlining the services performed by the tourism and other divisions of the Iowa Development Commission is available free. All types of Iowa travel promotion literature is also available free.</p>
FOR INFORMATION CONTACT	Iowa Development Commission Tourism and Travel Division

PROGRAM TITLE

MANPOWER PLANNING ASSISTANCE

NATURE AND PURPOSE
OF PROGRAM

Assistance in the area of manpower planning is available through the operation of such programs as On-the-Job Training (O.J.T.), Interstate Labor Mobility, Iowa Training and Retraining Youth (I-TRY), Concentrated Employment Program (C.E.P.), Governor's Dropout Program (G.D.P.), Mobile Manpower Information Center, Job Corps, and the Neighborhood Youth Corps (N.Y.C.).

ELIGIBILITY

Eligibility is limited to local economic opportunity agencies sponsoring jobs and job training programs.

ADMINISTERING
AGENCY

Iowa State Office of Economic Opportunity/Manpower Development Council

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Public Law 88-452; Economic Opportunity Act of 1964;
Code of Iowa, 62nd G. A., Chapters 20 and 22.

PRINTED
INFORMATION
AVAILABLE

Iowa's Human and Community Development Resources,
Office of the Governor

FOR INFORMATION
CONTACT

Iowa State Office of Economic Opportunity/Manpower Development Council

PROGRAM TITLE	TECHNICAL ASSISTANCE FOR ECONOMIC OPPORTUNITY PROGRAMS
NATURE AND PURPOSE OF PROGRAM	<p>Technical assistance in the development and evaluation of programs such as Head Start, Day Care, Homemaker Health Aide, Aging, Neighborhood Centers, Management Information Systems, and Pre-Retirement Centers Assistance is provided in the general areas of employment, health, education, housing, legal services, community organization, consumer education, fiscal management, program planning, program development, research, and evaluation. O.E.O. provides assistance to Community Action Agencies in preparing their applications for federal funds.</p>
ELIGIBILITY	<p>Community, state, or local agencies, community organizations and groups, or interested individuals are eligible for technical assistance to support the administration and development of programs under the Economic Opportunity Act of 1964.</p>
ADMINISTERING AGENCY	Office of Economic Opportunity/Manpower Development Council
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Public Law 88-452; Economic Opportunity Act of 1964; <u>Code of Iowa</u> , 62nd G.A., Chapters 20 and 22.
PRINTED INFORMATION AVAILABLE	<p><u>Iowa's Human and Community Development Resources</u>, Office of the Governor <u>Responsibilities and Functions of OEO Funded State Agencies</u>, 1968</p>
FOR INFORMATION CONTACT	Office of Economic Opportunity/Manpower Development Council

PROGRAM TITLE	EDUCATIONAL MEDIA PRODUCTION AND INFORMATION DISSEMINATION
NATURE AND PURPOSE OF PROGRAM	<p>The Iowa Educational Radio and Television Facility Board produces and broadcasts a great variety of movies, slides, and video tapes, providing educational aids for schools, agencies, and the general public throughout the state.</p> <p>The Board also provides assistance to state and local agencies concerning all aspects of production for radio, film, and television.</p>
ELIGIBILITY	These production services are available to local school districts and state agencies.
ADMINISTERING AGENCY	Iowa Educational Radio and Television Facility Board
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Iowa 62nd G.A., Chapter 88.</p> <p>State funds and private grants or gifts.</p>
PRINTED INFORMATION AVAILABLE	Various study guide information to accompany specific television series are available on request.
FOR INFORMATION CONTACT	Iowa Educational Radio and Television Facility Board

PROGRAM TITLE	MEDIA CONSULTANT SERVICE
NATURE AND PURPOSE OF PROGRAM	The Iowa Educational Radio and Television Facility Board renders technical assistance to local operators on various engineering, management, and broadcasting problems.
ELIGIBILITY	Consultant services are available on request to local officials.
ADMINISTERING AGENCY	Iowa Educational Radio and Television Facility Board
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Iowa 62nd G.A., Chapter 88. State funds and private grants or gifts
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Educational Radio and Television Facility Board

PROGRAM TITLE

ASSISTANCE IN SERVING THE HANDICAPPED

NATURE AND PURPOSE
OF PROGRAM

The function of the program is to assist local governments in providing services to the handicapped, through: (1) cooperation with public and private agencies interested in the rehabilitation and employment of the handicapped; (2) organization of local committees to promote employment of the handicapped; (3) educational efforts to advise prospective employers of the abilities of handicapped persons and to inform the handicapped of facilities available in seeking rehabilitation services and employment; and (4) assistance in the elimination and prevention of architectural barriers.

ELIGIBILITY

Local governments, private agencies, businesses, and handicapped persons are eligible for the services of the program upon request.

ADMINISTERING
AGENCY

Governor's Committee on Employment of the Handicapped

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 93A.

State funds.

PRINTED
INFORMATION
AVAILABLE

Unparalleled Opportunity for Employment of the Handicapped; American Standard Specifications for Making Buildings and Facilities Accessible; Program Guide from the President's Committee on Employment of the Handicapped; Working Together - The Key to Jobs for the Handicapped.

FOR INFORMATION
CONTACT

Governor's Committee on Employment of the Handicapped

PROGRAM TITLE	ASSISTANCE TO SMALLER COMMUNITIES
NATURE AND PURPOSE OF PROGRAM	The Smaller Communities Program promotes economic adjustment of smaller communities by helping them determine their current and potential manpower resources and assisting them to evaluate their overall economic resources. The program also aids individual residents by providing them with counseling, placement, and other services.
ELIGIBILITY	At the request of local county leaders, a mobile team of professionally trained interviewers will conduct a manpower and economic study.
ADMINISTERING AGENCY	Iowa State Employment Service
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 96
PRINTED INFORMATION AVAILABLE	<u>Annual Report</u> <u>Services to Manpower</u>
FOR INFORMATION CONTACT	Iowa Employment Security Commission

PROGRAM TITLE	EMPLOYMENT PLACEMENT
NATURE AND PURPOSE OF PROGRAM	<p>The broad objective of the Iowa State Employment Service is to bring together employees who need workers and workers who need employment in such a way that employers will find qualified workers and workers will find jobs best suited to their qualifications and abilities. Regular contacts are maintained by ISES with local employers to inform the employment service of hiring needs and job openings. Another function of ISES is the collection of job market information including the make-up of the local labor work force and employment and unemployment within the area. Occupational and industrial trend information is also available and is valuable in placing the individual job seeker as well as supplying information to the schools, developing training programs, and in assisting community groups.</p>
ELIGIBILITY	<p>Local governments as well as other potential employers are eligible to use the Iowa State Employment Service.</p>
ADMINISTERING AGENCY	<p>Iowa State Employment Service</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 96.</p>
PRINTED INFORMATION AVAILABLE	<p><u>Iowa Employment and Earnings</u> <u>Annual Report</u></p>
FOR INFORMATION CONTACT	<p>Iowa Employment Security Commission</p>

PROGRAM TITLE	MANPOWER DEVELOPMENT AND TRAINING
NATURE AND PURPOSE OF PROGRAM	<p>The following work preparation and training programs aid the unemployed and underemployed, and provide a work force available to local governments: (1) Human Resources Development (HRD), providing testing, counseling, and referral; (2) Manpower Development Training Programs (MDTA), helping the unemployed gain new skills or upgrade present skills; (3) Job Corps, offering young adults basic education, skill training, and work experience; (4) Neighborhood Youth Corps (NYC), providing part-time and summer employment for low-income young people who have remained in school; (5) Apprenticeship Information Center, providing a central source of information and counseling for youth, particularly minorities, interested in apprenticeship; (6) Youth Opportunity Campaign, establishing a summer employment program; and (7) Work Incentive Program (WIN), training people on welfare rolls for permanent jobs.</p>
ELIGIBILITY	Information on training programs is available upon request.
ADMINISTERING AGENCY	Iowa State Employment Service
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 96.
PRINTED INFORMATION AVAILABLE	<u>Annual Report</u> <u>Services to Manpower</u>
FOR INFORMATION CONTACT	Iowa Employment Security Commission

PROGRAM TITLE	PUBLIC EMPLOYEES RETIREMENT BENEFITS
NATURE AND PURPOSE OF PROGRAM	<p>The Iowa Public Employees' Retirement System was established to supplement social security benefits to public employees in Iowa, and final responsibility for its operation is vested in the Iowa Employment Security Commission. IPERS benefits are provided for employees of the State of Iowa, cities, townships, counties, and school districts. The IESC is also responsible for the collection of employee-employer social security taxes from all Iowa governmental units.</p>
ELIGIBILITY	Public employees of the State of Iowa and its political subdivisions are eligible.
ADMINISTERING AGENCY	Iowa Employment Security Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 97.
PRINTED INFORMATION AVAILABLE	<u>Annual Report</u>
FOR INFORMATION CONTACT	Iowa Employment Security Commission

PROGRAM TITLE

FINANCIAL AID TO COUNTY AND DISTRICT FAIRS

NATURE AND PURPOSE
OF PROGRAM

It is the function of the Iowa State Fair Board to process and approve requests of county and district fairs for state financial aid. The Board reviews the figures of each fair, the official publication of financial statement of each fair, and the sworn statement of facts required by law and instructs the State Comptroller to issue warrants. The Iowa State Fair Board also works with the Association of Iowa Fairs in planning their annual meeting program.

ELIGIBILITY

State aid is available, subject to the restrictions set forth in the Code of Iowa, and county and district fairs may qualify for a maximum of \$2,100 of state aid. County and district fairs receive no federal funds. The Code provides that a County Board of Supervisors may grant a maximum one-quarter mill tax levy to provide county aid for county fairs; the Code also provides for additional county aid for which some fairs qualify.

ADMINISTERING
AGENCY

Iowa State Fair Board

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 174.

State and local funds

PRINTED
INFORMATION
AVAILABLE

Annual Report

FOR INFORMATION
CONTACT

Iowa State Fair Board

PROGRAM TITLE	COLLECTION, ANALYSIS, AND DISSEMINATION OF WATER RESOURCES DATA
NATURE AND PURPOSE OF PROGRAM	<p>Technical assistance is provided to local governments, as well as private individuals and consulting firms, by making available interpretive basic data and the specialized expertise needed to help resolve water and water-related problems.</p> <p>Reports in the area of Ground Water Data provide information as to the availability and quality of Ground Water in the area as well as dealing with the problems of well failures, well construction and operation, well interference, contamination, recharge, and waste disposal.</p> <p>Surface Water Data is provided for the planning, design, and operation of water impoundments for water supply, flood control, low-flow augmentation, and recreation. The reports include data on the quantity and quality of the surface waters of Iowa.</p>
ELIGIBILITY	All persons, public or private, are eligible for assistance up to the limitations of funds and staff; the only requirement is a need for water data.
ADMINISTERING AGENCY	Iowa Geological Survey
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 305; 43 <u>USC</u> 31, 41, 50.</p> <p>Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	No specific publication describes the entire program. However, a State index of water resources investigations in Iowa, which includes a bibliography of completed reports, is available from the Iowa Geological Survey.
FOR INFORMATION CONTACT	Iowa Geological Survey

PROGRAM TITLE	GEOLOGICAL EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>Through this program, technical assistance is available to school boards in the form of earth science teacher workshops or in-service training on the various aspects of general geology as related to the local area. Teaching aids for study units on geology and assistance in the preparation and conduction of class field trips is available to earth science departments of secondary schools and to elementary school teachers. Staff members present lectures and lead class field trips.</p>
ELIGIBILITY	<p>Schools and public or private interested groups may request assistance and services in the area of Geological Education.</p>
ADMINISTERING AGENCY	Iowa Geological Survey
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 305. State funds</p>
PRINTED INFORMATION AVAILABLE	Educational brochure
FOR INFORMATION CONTACT	Iowa Geological Survey

PROGRAM TITLE	GEOLOGICAL INVESTIGATIONS AND CONSULTING
NATURE AND PURPOSE OF PROGRAM	<p>The Iowa Geological Survey serves as the repositior for all basic geological data gathered in the State. Among other things, the survey maintains a large collection of well-cutting samples and a file of precise descriptions and measurements of naturally exposed rock. The survey provides technical consulting services for various federal, state, county, and municipal groups as well as for private citizens and industry. Through this activity basic geological data is interpreted to aid in dam site and reservoir selection for flood control and recreational projects. In addition a part of the program is aimed at making people in a position to inaugurate action aware of the presence and value of the natural resources in their area.</p> <p>Limited assistance can be given to local governments that are concerned with expanding the economic base of their governmental unit by determining through surveys their area's quantity, quality and availability of commercial mineral resources.</p>
ELIGIBILITY	<p>Local units of government are eligible for all these services, and many of these services are available to private persons and groups, to the limits of Survey funds and personnel to respond.</p>
ADMINISTERING AGENCY	Iowa Geological Survey
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 305 .</p> <p>Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	<p>A list of publications of the Iowa Geological Survey is available.</p>
FOR INFORMATION CONTACT	Iowa Geological Survey

PROGRAM TITLE	TOPOGRAPHIC MAPPING																
NATURE AND PURPOSE OF PROGRAM	<p>The Iowa Geological Survey has available topographic maps of portions of the state prepared by the U.S. Geological Survey in cooperation with the Iowa Geological Survey. These maps provide technical assistance to local governments, particularly county and city engineers, planners, officials at decision-making levels and their consultants. The maps are used: (1) in planning and executing public works projects, such as highways, roads and bridges, and utility lines; (2) in site selections, such as potential industrial locations, locations of quarries, airports, electric and gas transmission lines, radio and television towers, and community facilities (parks, pumping stations, green-belt areas); (3) in facilitating flood control works, soil conservation, and reforestation; and (4) in planning and implementing major constructional features, such as dams and reservoirs.</p>																
ELIGIBILITY	<p>All persons or groups are eligible to obtain topographic maps at cost:</p> <table border="1" data-bbox="909 1374 1995 1562"> <thead> <tr> <th>Series</th> <th>Scale</th> <th>One Inch=</th> <th>Price</th> </tr> </thead> <tbody> <tr> <td>7 1/2 minute</td> <td>1:24,000</td> <td>2000 feet</td> <td>.50</td> </tr> <tr> <td>15 minute</td> <td>1:62,500</td> <td>1 mile</td> <td>.50</td> </tr> <tr> <td>NK</td> <td>1:250,000</td> <td>4 miles</td> <td>.75</td> </tr> </tbody> </table>	Series	Scale	One Inch=	Price	7 1/2 minute	1:24,000	2000 feet	.50	15 minute	1:62,500	1 mile	.50	NK	1:250,000	4 miles	.75
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ADMINISTERING AGENCY	Iowa Geological Survey																
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 304. Federal, state, and local funds</p>																
PRINTED INFORMATION AVAILABLE	<p>A brochure, "Topographic Maps", is available at no cost.</p>																
FOR INFORMATION CONTACT	Iowa Geological Survey																

PROGRAM TITLE	AIR POLLUTION CONTROL SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Air Pollution Control Commission is empowered to: (1) exercise general supervision of all laws in the state applicable to air pollution; (2) develop a comprehensive control plan; (3) adopt rules and regulations for air pollution control; (4) establish air quality and emission standards; (5) issue permits for the installation of equipment capable of producing air pollution and pollution control apparatus; and (6) conduct enforcement proceedings.</p>
ELIGIBILITY	<p>The scope of the Air Pollution Control Commission is outlined in the Clean Air Act of 1963.</p>
ADMINISTERING AGENCY	<p>Department of Health</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 135 and Clean Air Act of 1963. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Health Environmental Engineering Service Air Pollution Control Commission</p>

PROGRAM TITLE	ALCOHOLISM EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>The Commission on Alcoholism studies alcoholism, with particular attention to treatment, prevention, and education. The Commission: (1) encourages meetings and programs on alcoholism; (2) conducts educational programs directed toward school and church youth groups, prison inmates, and industrial employees; (3) publishes information through radio and television and news releases; (4) recommends policies and rules governing the acceptance, care, and treatment of alcoholics; and (5) contracts for educational research.</p> <p>Local service centers may qualify for financial assistance upon request and review.</p>
ELIGIBILITY	Information is available upon request to interested individuals and public and private agencies.
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Acts of the First Session, 63rd General Assembly.</u> <u>Code of Iowa, Chapters 135, 123.</u> State and County Funds
PRINTED INFORMATION AVAILABLE	Various literature, pamphlets, and films are available.
FOR INFORMATION CONTACT	Department of Health Commission on Alcoholism

PROGRAM TITLE	ALCOHOLISM TREATMENT CENTERS
NATURE AND PURPOSE OF PROGRAM	<p>Local alcoholism treatment centers, approved by the Commission on Alcoholism, provide a comprehensive program of services to all citizens of the State of Iowa regardless of their economic status. Services include: (1) medical treatment, including diagnostic and evaluation services, outpatient and inpatient service and care, and emergency service; (2) residential care; (3) education and information; (4) rehabilitation; and (5) coordination.</p> <p>Technical assistance is available to local governments desiring to provide services for the alcoholic.</p>
ELIGIBILITY	Services are available to local governmental units, professionals, the alcoholic and/or his family, and private individuals.
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Acts of the First Session, 63rd General Assembly.</u> <u>Code of Iowa, Chapters 135 and 123.</u> State and County Funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health Commission on Alcoholism

PROGRAM TITLE	ASSISTANCE TO COMMUNITY HEALTH SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The program seeks to promote health standards to local health departments, hospitals, and other agencies throughout the state. The service supports adequate and effective health service on the local level, assisting communities to develop health services by providing technical advice, consultation, financial assistance, and direct services through regional offices by public health nurses, engineers, and sanitarians.</p> <p>Local boards of health are assisted in developing effective services with qualified personnel. Liaison is provided between the Department of Health and local governments by the Community Relations Division.</p>
ELIGIBILITY	Communities and local boards are eligible for services upon request.
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 135A and 135C.</p> <p>Federal, state and local funds</p>
PRINTED INFORMATION AVAILABLE	<u>Local Health Manual</u>
FOR INFORMATION CONTACT	Department of Health Community Health Service

PROGRAM TITLE

CANCER CONTROL INFORMATION

NATURE AND PURPOSE
OF PROGRAM

The objective of the program is to reduce insofar as possible the deaths and disability resulting from cancer. The Division works to: (1) educate Iowans concerning health hazards associated with cigarette smoking; (2) detect cervical cancer early in medically indigent outpatients at Broadlawns-Polk County Hospital and the Iowa University Hospitals in order to permit early treatment and therefore a decrease in the deaths and disability due to cervical cancer; and (3) collect, analyze, and make available to doctors throughout the state data with regard to types and locations of cancer, stage of the disease when found, treatment, and survival rates.

ELIGIBILITY

Information on cancer is available upon request.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 135.

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Health
Cancer Control Division

PROGRAM TITLE	CHRONIC ILLNESS AND AGING SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The program provides consultation and financial and technical assistance to local programs and agencies throughout the state directed toward the objectives of reducing and preventing death and disability resulting from heart disease, cancer, chronic diseases, and the process of aging. The service initiates or promotes programs of disease control, early detection, care of patients, rehabilitation, professional and public education, and applied research, and supports community services for the care and rehabilitation of the chronically ill and aged.</p>
ELIGIBILITY	Municipalities and interested public and private agencies and groups are eligible upon request.
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 135A and 135C. Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health

PROGRAM TITLE	COMPREHENSIVE HEALTH PLANNING
NATURE AND PURPOSE OF PROGRAM	<p>The office is responsible for comprehensive health planning under the provisions of Section 314(a) Public Law 89-749, the "Comprehensive Health Planning and Public Health Services Amendments of 1966." In cooperation with both public and private agencies and the Office for Planning and Programming, it develops and periodically revises a statewide comprehensive health program for health services, health manpower, and health facilities in order to broaden and make more flexible and effective the health services provided in communities within the state. The office consults with and is advised by the Comprehensive Health Planning Council, a policy-making body composed of health professionals, legislators, and consumers of health services.</p>
ELIGIBILITY	<p>The services of the Office for Comprehensive Health Planning will be available to all people in the State of Iowa.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Section 314(a) Public Law 89-749, Comprehensive Health Planning and Public Service Amendments of 1966, Federal funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health

PROGRAM TITLE	COORDINATION OF HEALTH SERVICES; EMERGENCY HEALTH PLANNING
NATURE AND PURPOSE OF PROGRAM	The Central Administrative Service coordinates programs of the Department of Health with those of other state, local, and federal agencies. The Emergency Planning and Operations section develops and coordinates departmental programs to provide health services in a national or local emergency.
ELIGIBILITY	Municipalities are eligible for services on request.
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 135 . Federal and state funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health

PROGRAM TITLE	DENTAL HEALTH SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The overall objective of the program is administration of programs for prevention of oral diseases and detection and correction of dental defects; the main efforts of the staff are devoted to the adjustment of fluoride concentration in public water supplies and to the promotion of the Iowa Plan of Dental Health Education. The Division also provides consultative services for the dental care component of public assistance programs administered by the Department of Social Welfare.</p>
ELIGIBILITY	Consultative services are available upon request.
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 135.
PRINTED INFORMATION AVAILABLE	<u>Annual Report of School Dental Health Program</u> <u>Fluoridation Census Records</u>
FOR INFORMATION CONTACT	Department of Health Division of Dental Health

PROGRAM TITLE	GENERAL ENVIRONMENTAL SANITATION SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The General Sanitation Division performs several services to local governments, including: inspection of business establishments; insuring the sanitary condition of certain aspects of urban and rural areas; publication of rules and regulations governing the installation of plumbing in cities and towns; regulation and licensing of mobile home parks; review of plans for proposed mobile home parks; establishment of regulations concerning solid waste disposal; waste water disposal; and abatement of public health nuisances.</p>
ELIGIBILITY	<p>Advisory services are available to local governmental units upon request.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 135, 135D. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Health Environmental Engineering Service General Sanitation Division</p>

PROGRAM TITLE

HEALTH EDUCATION

NATURE AND PURPOSE
OF PROGRAM

The objective of the program is the preparation and dissemination of health and safety education. The Division of Health Education serves as a liaison among all the divisions and between the Department of Health and the public. Information on personal health, community health, and public health programs and activities is disseminated through the news media, workshops, health literature, films, and exhibits. A film library is maintained for the public's use, and a limited supply of health literature is distributed. A number of safety research and education programs are sponsored by the Division, and the Division works closely with other official agencies and voluntary organizations.

ELIGIBILITY

Services of the Division of Health Education are available to teachers, school nurses, students, governmental and voluntary health agencies, service centers, university research groups, hospitals, and the general public upon request.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapters 135-140.

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Health
Division of Health Education

PROGRAM TITLE

HEALTH FACILITIES CONSTRUCTION SERVICES

NATURE AND PURPOSE
OF PROGRAM

The Health Facilities Construction Division is the state agency for inventorying, evaluating, and programming all hospitals and health facilities and for reviewing and approving plans and specifications of proposed structures. Consultation is provided to individual community boards, representatives, and public officers and includes: (1) analysis of area needs and resources for guiding programs; (2) site evaluation to equate pertinent factors in determining the best site attainable; (3) development of plans and specifications commensurate with funds available; (4) follow-up surveillance of construction to ascertain compliance with plans and specifications; (5) special studies and reports on specific technical questions.

ELIGIBILITY

Consultation is available upon request.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 135.

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Health
Health Facilities Construction Division

PROGRAM TITLE	HEALTH FACILITIES SURVEY
NATURE AND PURPOSE OF PROGRAM	<p>The Division is responsible for the provision of certain provisions of Title XVIII of Public Law 89-97, the federal Health Insurance Benefits Program (Medicare). The primary function of the Division is to survey hospitals and extended care facilities to determine if these facilities meet the federal conditions of participation and to recommend certification of those facilities eligible to participate in the program to the Secretary of Health, Education and Welfare. The Division also provides a program of consultation to assist health facilities to meet the federal conditions of participation and coordinates the Health Insurance Benefits Program with ongoing health activities of state and local governments.</p>
ELIGIBILITY	<p>Surveys and consultations are available, and certifications are processed upon request.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 135A and P.L. 89-97.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health Health Facility Survey Division

PROGRAM TITLE

HEALTH LAW LIAISON AND INVESTIGATION

NATURE AND PURPOSE
OF PROGRAM

The Liaison and Investigation Division provides services relating to health administration and enforcement of health laws to the State Board of Health, the State Health Department, and to local health departments and boards of health. Duties include drafting of rules and regulations, preparation of health-related legislation, conducting of administrative hearings, and coordination with the State Attorney General. The overall objective of the service is to provide for better health administration and the termination of illegal activities concerning public health.

ELIGIBILITY

The Division serves the State Board of Health, the Commissioner of Public Health, employees of the State Department of Health, other state agencies, governmental subdivisions, and the general public.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 135.

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Health
Division of Liaison and Investigation

PROGRAM TITLE	HEART DISEASE CONTROL SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to initiate and support activities directed toward the prevention and detection of heart disease and the rehabilitation of heart disease patients. The Division provides consultation, temporary financial support, family and patient education, and patient service for patients in need of rehabilitative care resulting from heart disease and workshops and training sessions for physicians, technicians, and other medical personnel.</p>
ELIGIBILITY	<p>Services of the Heart Disease Division are available to patients and their families, medical personnel, and the general public upon request.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa, Chapter 135.</u>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Health Heart Disease Division</p>

PROGRAM TITLE	INFECTIOUS DISEASE CONTROL
NATURE AND PURPOSE OF PROGRAM	<p>Program activities of the Infectious Disease Division include: collection of morbidity data tabulation analysis and publication of results; permitted assessment of problems; planning of programs; and assessment of results in the control of communicable diseases of man.</p>
ELIGIBILITY	<p>The people of Iowa, physicians, veterinarians, local health departments, public health nurses, school nurses and others form the clientele served by the Division.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 135, 139.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health Division of Infectious Disease

PROGRAM TITLE	LICENSING AND CERTIFICATION SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Division coordinates the activities of State licensing boards of examiners and provides administrative and clerical services, consisting of receipt of applications and fees for examinations, processing of credentials, certification of grades and affidavits of licensure, and maintenance of a permanent record of all professional licensees. In addition to licensing, two boards carry on inspection and administrative activities under the auspices of the State Health Department.</p>
ELIGIBILITY	<p>Licenses are issued in the professions of barbering, cosmetology, dental optometry, podiatry, and physical therapy. Certification of wastewater and water treatment plant operators and mobile home parks is also through the Licensing and Certification Division. Information on licensing and certification is available upon request.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 135, 135B.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health Licensing and Certification Division

PROGRAM TITLE	LOCAL PUBLIC HEALTH NURSING SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Division of Nursing serves in the organization and development of public health services at the local level. The Division is involved with: (1) the recruitment and guidance of local public health nursing; (2) consultation and in-service training of local public health nurses; (3) the planning of a total nursing program; and (4) assistance to school administrators and nurses. Monthly conferences with county nursing services and bi-monthly regional staff meetings are held to formulate the total nursing program, to communicate changes in state policies and programs, and to increase the individual nurse's professional knowledge and skill; in the area of school nursing, two educational conferences for school nurses are held annually in each of the seven regions.</p>
ELIGIBILITY	<p>Public health nursing manuals, suggested standing orders, and conferences outline the responsibilities of public health nurses to local governments; school administrators and nurses may receive consultative services upon request.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 143. Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	<u>School Nursing Manual</u>
FOR INFORMATION CONTACT	Department of Health Division of Nursing

PROGRAM TITLE	MATERNAL AND CHILD HEALTH SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to counsel and advise lay and professional personnel in the activities pertaining to maternal and child health. Consultation and assistance are provided to maternity and pediatric departments, schools of nursing education, doctors, nurses, and expectant parents through pre-natal classes and clinics. The Division plays an active role in the operation of the Iowa Poison Information Center. The Division also promotes immunization clinics and health education programs in cooperation with other divisions.</p>
ELIGIBILITY	<p>Consultation and assistance are available upon request.</p>
ADMINISTERING AGENCY	<p>Department of Health</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 135.</p>
PRINTED INFORMATION AVAILABLE	<p>Children's Bureau reports, poison treatment reports, migrant ministry reports, and all related activity reports are in printed form and available upon request.</p>
FOR INFORMATION CONTACT	<p>Department of Health Division of Maternal and Child Health</p>

PROGRAM TITLE MENTAL HEALTH FACILITIES CONSTRUCTION SERVICE

NATURE AND PURPOSE OF PROGRAM

The objective of the service is to administer the provisions of the Community Mental Health Center and Mental Retardation Facilities Construction Act. Activities of the Division include: (1) maintaining a current inventory of existing Mental Health facilities; (2) planning for new facilities and for the expansion and modernization of existing facilities; (3) assisting in the development and processing of applications for federal grants-in-aid; (4) developing an annual comprehensive state plan for mental health facilities; and (5) supervising the construction and equipping of facilities.

ELIGIBILITY

Services of the Division are available upon request.

ADMINISTERING AGENCY

Department of Health

AUTHORIZING LEGISLATION; SOURCES OF FUNDS

Code of Iowa, Chapter 135.

PRINTED INFORMATION AVAILABLE

FOR INFORMATION CONTACT

Department of Health
Mental Health Facilities Construction Division

PROGRAM TITLE	NUTRITION EDUCATION SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Nutrition Division strives to increase both professional and public awareness and knowledge of the importance of food in the maintenance of good health and in the prevention of disease. The principal activity of the Division is to promote and incorporate nutrition education into departmental sub-programs within the Community Health Program and the General Services Program. The Division also prepares, reviews, and distributes bulletins, pamphlets, and visual aids to professional and volunteer agencies and to the public and conducts workshops for dietitians, school nurses, and nurses teaching parenthood classes. A home-study course for food personnel is available through the Nutrition Division.</p>
ELIGIBILITY	<p>Services of the Nutrition Division are available to professional and volunteer agencies, community groups and organizations, schools, and private individuals.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 135.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health Nutrition Division

PROGRAM TITLE	TUBERCULOSIS CONTROL SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to control and prevent the spread of tuberculosis through case-finding, follow-up, and education programs. Case-finding includes large scale school tuberculin testing and X-ray of selected groups, as well as finding and testing persons who have had direct contact with a tuberculate person; when a case of tuberculosis is suspected or confirmed, an attempt is made to see that the person receives adequate treatment and is encouraged to follow certain rules to assure his recovery and prevent the spread of the disease. The Division maintains an active state case registry where current medical information is filed concerning the treatment and status of each known or suspected case of tuberculosis. The registry provides a central source of information, as well as a means of following a patient until he has recovered.</p>
ELIGIBILITY	<p>The functions of the Division are carried on with the cooperation of public, private, state, and local agencies, particularly school districts.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 135, 139.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Health Tuberculosis Control Division

PROGRAM TITLE

VACCINATION ASSISTANCE

NATURE AND PURPOSE
OF PROGRAM

The objective of the Vaccination Assistance Project is the surveillance and raising of immunization levels of all Iowans against polio, smallpox, measles, diphtheria, pertussis, and tetanus. The principal phase of the immunization project is the establishment of an effective maintenance program beginning with the newborn, whereby each infant will receive the basic immunization series by the time he is age one; pre-school and school and county-wide programs are supported and assisted by this project. It is also the responsibility of the Vaccination Assistance Project to provide vaccines and other assistance when and where needed to prevent or curtail the ravages of an epidemic. When an epidemic is not imminent or in progress, it is the responsibility of the division to conduct educational programs.

ELIGIBILITY

The services of the division are available to and benefit the total population of Iowa. Educational materials are available upon request.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 135.

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Health
Vaccination Assistance Project

PROGRAM TITLE

VENEREAL DISEASE CONTROL

NATURE AND PURPOSE
OF PROGRAM

The objective of the program is to bring venereal disease under complete maintenance control by locating source and spread of infection and by bringing those suspects to examination and treatment. Activities of the program include: (1) maintaining a Contact Index of all infectious cases; (2) coding of documents for tabulation to determine the foci of inspection; (3) conducting educational programs with medical, nursing, paramedical, and lay groups; and (4) promoting radio, TV, and press media to orient the public.

ELIGIBILITY

Information and Educational materials on venereal disease and control are available upon request.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapters 135, 140

PRINTED
INFORMATION
AVAILABLE

Monthly Activity Report

FOR INFORMATION
CONTACT

Department of Health
Venereal Disease Control Division

PROGRAM TITLE	VETERINARY PUBLIC HEALTH
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is the prevention of human cases of those diseases of animals that are transmissible to man and of the spread of zoonotic diseases. A primary function of this division is to keep these diseases under surveillance and to conduct epidemiologic field investigations when necessary. Educational and research programs are also carried out, usually with either official and non-official agencies or professional groups interested in animal disease control.</p>
ELIGIBILITY	<p>Services of the division are available to physicians, veterinarians, local health officers, sanitarians, public health nurses, wildlife conservation personnel, industry, farm organizations, farmers, and private citizens.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 135, 139.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Health Veterinary Public Health Division</p>

PROGRAM TITLE	VITAL RECORDS AND PUBLIC HEALTH STATISTICS
NATURE AND PURPOSE OF PROGRAM	<p>The purpose of the program is to maintain a statewide system of vital records and public health statistics. The Division receives records of birth, death, marriage, divorce, and fatal death from local registrars and processes and compiles statistical data. A major function of the Division is to answer requests for certified copies of records. The Division also provides services to other divisions of the Health Department, including statistical consultation and data processing.</p>
ELIGIBILITY	<p>Services of the Division are available to the general public, the national government, universities, and public health programs.</p>
ADMINISTERING AGENCY	<p>Department of Health</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 135, 144.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Health Records and Statistics Division</p>

PROGRAM TITLE	WATER POLLUTION CONTROL SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Water Pollution Division performs several services to local governments, including: performing administrative functions of the Iowa Water Pollution Control Commission; exercising regulatory powers over public sewerage systems; administering federal construction grant programs for local water pollution control projects; and developing a comprehensive control plan to implement the state's water pollution control law and fulfill federal requirements for participation in federal program grant assistance.</p>
ELIGIBILITY	<p>The Water Pollution Division administers all state aspects of the Federal Water Pollution Control Act of 1956.</p>
ADMINISTERING AGENCY	Department of Health
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 135, 455B. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Health Environmental Engineering Service Water Pollution Division</p>

PROGRAM TITLE

WATER SUPPLY SERVICES

NATURE AND PURPOSE
OF PROGRAM

The Water Supply Division performs supervisory and inspectional activities for water supplies serving the general public. Maintenance and operation of public water supplies and water treatment plants are the responsibility of municipalities, benefited water districts, and private owners; city or town councils, water works trustees, trustees of water districts, and independent owners directly supervise and control these facilities. The regulation of private water supplies is a function of local boards of health. The Water Supply Division is also involved in the installation of public water facilities.

ELIGIBILITY

Local governments, upon approval of the Water Supply Division, are eligible for federal aid for water supply and treatment plants.

ADMINISTERING
AGENCY

Department of Health

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 136A,

Federal funds

PRINTED
INFORMATION
AVAILABLE

Sanitary Standards for Water Wells,
Residential and Other Small Installations

FOR INFORMATION
CONTACT

Department of Health
Environmental Engineering Service
Water Supply Division

PROGRAM TITLE	HIGHER EDUCATION FACILITIES COMPREHENSIVE PLANNING
NATURE AND PURPOSE OF PROGRAM	<p>The program provides for allotments of federal funds for statewide use in determining educational facilities needs for higher education. The program authorizes funds for comprehensive planning to determine the construction needs of institutions of higher education and to encourage wise use of the limited institutional, local, state, private, and federal funds available for construction of higher education facilities.</p>
ELIGIBILITY	
ADMINISTERING AGENCY	Higher Education Facilities Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Higher Education Facilities Act (P.L. 88-204). Federal funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Higher Education Facilities Commission

PROGRAM TITLE	BIDDING AND CONTRACT LETTING ASSISTANCE
NATURE AND PURPOSE OF PROGRAM	<p>The Highway Commission will handle bids for county secondary road system work, provided the work is bid in combination with farm-to-market projects, to get better prices. The contracts engineer is also available to consult with county, city, or town personnel as to the qualifications of individual contractors based on state records of the contractor's performance.</p>
ELIGIBILITY	<p>Counties are eligible to have their secondary road work bid in combination with their farm-to-market bids.</p> <p>All local units of government are eligible for consultation with the contracts engineer as to all individual contractor's qualifications.</p>
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Contracts Engineer Iowa State Highway Commission</p>

PROGRAM TITLE

DISTRICT ENGINEER LIAISON FOR SECONDARY ROADS

NATURE AND PURPOSE
OF PROGRAM

The district secondary roads engineer serves as liaison between the county and the Highway Commission on all county road matters. He is available to give technical and advisory assistance in the preparation of reports and budgets as well as being knowledgeable in the availability of programs and assistance offered by the Highway Commission to the counties. He is the initial individual to contact to determine if the Highway Commission is available to function in a particular area of interest.

In addition, there is a staff operation in Ames under the Operations Division which administers those provisions in state and federal law governing the funding and the standards for the secondary road system. It provides a means of extending technical knowledge in highway matters to the county highway administrators.

ELIGIBILITY

All county government highway administrators are eligible to receive these liaison, technical and advisory services.

ADMINISTERING
AGENCY

Highway Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

District Secondary Roads Engineer

PROGRAM TITLE

DISTRICT URBAN ENGINEER LIAISON FOR
MUNICIPAL STREETS

NATURE AND PURPOSE
OF PROGRAM

The District Urban Engineer serves as liaison between municipal government officials and the Highway Commission. He is available to give technical and advisory assistance in the preparation of Road Use Tax reports and budgets as well as being knowledgeable in the availability of programs and assistance offered by the Highway Commission to the municipalities. He is the initial contact to make to determine if the Highway Commission functions in your area of particular interest.

In addition, there is a staff operation under the Planning Division which administers those provisions in state and federal law governing the funding and the standards for the municipal road system. It provides a means of extending technical knowledge in highway matters to the municipal administrators.

ELIGIBILITY

All municipal governments are eligible to receive the liaison, technical, or advisory services of the District Urban Engineer.

ADMINISTERING
AGENCY

Highway Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

District Urban Engineer

PROGRAM TITLE	IOWA HIGHWAY RESEARCH BOARD TECHNICAL REFERENCE SERVICE
NATURE AND PURPOSE OF PROGRAM	<p>Through this program the technical findings of the Commission's Research Department, as well as the results of research done by other groups around the world, are housed in a technical library, whose information is available to all units of government. The content of the research activities is determined by specific problems encountered and by the need for economy and improvement in Iowa highway facilities.</p> <p>The Iowa Highway Research Board, which is composed of representatives of cities, counties, and the state and which governs all research activity proposals will entertain requests by local units for research into their specific problems.</p>
ELIGIBILITY	All units of government are eligible for these services.
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Federal and State Highway Research Funds
PRINTED INFORMATION AVAILABLE	Reports covering research on highways and related matters.
FOR INFORMATION CONTACT	Research Department Iowa State Highway Commission

PROGRAM TITLE	MAPS AND INVENTORIES OF ROADS
NATURE AND PURPOSE OF PROGRAM	<p>A complete inventory of all road systems is maintained from data obtained through field survey and other sources. Maps are prepared from the inventory to show roadside culture including farmsteads, businesses, drainage, railroads, and other features. Maps which are prepared and available at cost include county general highway and transportation maps, county farm-to-market system maps, city urban area street maps, city and state traffic maps, state primary road condition maps, and state detour maps.</p>
ELIGIBILITY	All maps are available on request at cost.
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Highway Planning Surveys Department Mapping and Drafting Section</p>

PROGRAM TITLE	MUNICIPAL ORIGIN AND DESTINATION TRAFFIC SURVEYS
NATURE AND PURPOSE OF PROGRAM	<p>Origin and destination surveys are a part of the investigation made in developing an overall transportation plan for a city. The surveys are also used in design and location planning for street and highway improvements. Two types of surveys are held, the external survey and the comprehensive survey. The external survey, based on driver interviews, indicates the daily movements of traffic entering, leaving and passing through a city. The comprehensive survey provides complete data on daily traffic movements by supplementing the external survey with data on traffic movements within the city obtained through personal interviews with residents of a selected sample of dwelling units, and through interviews with resident truck owners and taxi and city bus companies. Origin and destination information is on file for most Iowa cities of county seat size (above 2,000 population) and is available as basic data on request. This information is updated routinely, but requests that a current survey be held will be entertained.</p>
ELIGIBILITY	Local government officials are eligible to request this service.
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Highway Planning Surveys Department Iowa State Highway Commission

PROGRAM TITLE

ROAD MATERIALS TESTING SERVICE

NATURE AND PURPOSE
OF PROGRAM

Through this program the Highway Commission will provide, on request, inspection service on materials utilized in the construction of local secondary projects, with the cost of such service being paid for from Highway Commission Materials Department funds.

Materials inspection is mandatory on farm-to-market projects and the cost of this service is initially paid from Highway Commission Materials Department funds with reimbursement from farm-to-market funds to the primary road fund.

The cost of other information or consultation relating to materials and the furnishing of certain specialized items of job control inspection equipment on a loan basis is paid for from Highway Commission Materials Department funds.

ELIGIBILITY

County units of government are eligible for these services.

ADMINISTERING
AGENCY

Highway Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Federal, state, and local funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Materials Department - Division of Operations
Iowa State Highway Commission

PROGRAM TITLE	RURAL BRIDGE AND ROAD DESIGN
NATURE AND PURPOSE OF PROGRAM	<p>The Commission will adopt geometric standards and design criteria for rural highways and secondary road bridges.</p> <p>Bridge Department records contain data regarding existing structures, hydraulic characteristics and drainage areas associated with primary road improvements.</p> <p>Roadside Development can provide general information concerning erosion control, planting, safety rest areas and scenic enhancement.</p>
ELIGIBILITY	All units of local government are eligible for those services which are applicable to them on a reimbursement basis, limited to the reproduction of standards and records.
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	State funds
PRINTED INFORMATION AVAILABLE	Orders for specifications, standards and design guides should be directed to the storeroom.
FOR INFORMATION CONTACT	Development Division Iowa State Highway Commission

PROGRAM TITLE	SECONDARY ROAD TRAFFIC SURVEYS
NATURE AND PURPOSE OF PROGRAM	<p>Secondary Road Traffic Surveys are conducted annually in about twenty counties with each county having such a survey conducted routinely every five years in order to provide up-to-date information about the level of usage of the system. This data provides the basis for the design of the improvements contemplated by the county for its system.</p> <p>If a singular problem arises a survey for that special situation may be requested. The cost of the surveys is borne by the Federal and State governments.</p>
ELIGIBILITY	County government administrators are eligible to request the results of the routine survey and request special surveys.
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Highway Planning Surveys Department Iowa State Highway Commission

PROGRAM TITLE	SPEED STUDIES AND INTERSECTION ANALYSIS PROGRAM
NATURE AND PURPOSE OF PROGRAM	Through this program, speed studies on county roads and some local arterial streets will be conducted on request to determine the need for the establishment or modification of speed zones. In addition, intersection capacity analyses are available to all cities in relation to a city project on a primary road extension.
ELIGIBILITY	A study will be conducted on the request of the local government administrator.
ADMINISTERING AGENCY	Highway Commission
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Code of Iowa, Chapter 321, Sections 321.285, 321.290, 321.293.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Traffic and Safety Department Iowa State Highway Commission

PROGRAM TITLE

TRAFFIC SIGNAL, SIGN AND MARKING PROGRAMS

NATURE AND PURPOSE
OF PROGRAM

Through this program the Highway Commission is available to give recommendations and advice concerning traffic signaling, regulatory, warning, and guide signs, and pavement marking to local units of government at no cost.

ELIGIBILITY

All local units of government are eligible for this service upon request.

ADMINISTERING
AGENCY

Highway Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 321, Sections 321.252,
321.254, 321.255.

PRINTED
INFORMATION
AVAILABLE

Iowa Manual on Uniform Traffic Control Devices
for Streets and Highways

FOR INFORMATION
CONTACT

Traffic and Safety Department
Iowa State Highway Commission

PROGRAM TITLE

TRAINING OF ENGINEERING PERSONNEL

NATURE AND PURPOSE
OF PROGRAM

Various instructional schools are held annually for the personnel of the Iowa State Highway Commission. These schools are usually held in cooperation with the Iowa State University Engineering Extension Department and are designed to up-grade the skills of technician grade personnel. The schools are open to all county and city technician grade personnel, and they are encouraged to attend. The courses are normally from one to six weeks in length. The nominal training costs are shared by the participating agencies or units of government. The participant's individual subsistence and maintenance costs are borne by his sponsor.

ELIGIBILITY

All county and city technician grade personnel are eligible for enrollment on a "space available" basis.

ADMINISTERING
AGENCY

Highway Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

State and local funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Personnel Department
Iowa State Highway Commission

PROGRAM TITLE

CENSUS INFORMATION AND HISTORICAL MATERIAL

NATURE AND PURPOSE
OF PROGRAM

The service provides census information and historical material to government agencies, private individuals, and organizations to establish birth or other records for legal or other purposes; issuance is certified and notarized, and the report becomes an official record.

ELIGIBILITY

Information is available upon request.

ADMINISTERING
AGENCY

Iowa Department of History and Archives

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 303,

State funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of History and Archives

PROGRAM TITLE	HISTORICAL INFORMATION ON IOWA
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to record and make available in printed form to the public information on all phases of Iowa history. Activities of the program include: (1) communication with other state historical departments and societies; (2) assistance in educational programs; and (3) maintenance of readily available records and materials.</p>
ELIGIBILITY	<p>Publications are available upon request to local and county historical groups within the state, teachers and professors, college students, professional researchers, and newspapers.</p>
ADMINISTERING AGENCY	Department of History and Archives
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 303. State funds</p>
PRINTED INFORMATION AVAILABLE	<p>"Annals of Iowa" <u>Biennial Report of the Iowa Department of History</u></p>
FOR INFORMATION CONTACT	Department of History and Archives

PROGRAM TITLE	HISTORICAL LIBRARY SERVICE
NATURE AND PURPOSE OF PROGRAM	<p>The program of the State Historical Library is to build and maintain a collection of books and other printed materials on Iowa and American history, genealogy, and other relevant subjects and to make this material available to the public. In the area of public information, the State Historical Library provides assistance to the public in the use of library materials and facilities; in-patrons, including government employees, genealogists, students, and scholars, receive priority. The State Historical Library assists with local adult education programs and serves libraries, historical, and genealogical groups throughout the state.</p>
ELIGIBILITY	<p>Services of the State Historical Library are available upon request.</p>
ADMINISTERING AGENCY	State Historical Library
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 303, State funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>Biennial Reports of the Iowa Department of History</u></p>
FOR INFORMATION CONTACT	<p>State Historical Library Department of History and Archives</p>

PROGRAM TITLE

HISTORICAL MUSEUM SERVICE

NATURE AND PURPOSE
OF PROGRAM

The program of the State Historical Museum is to collect, classify, and make available to the public materials from all phases of Iowa history. Services relevant to the interests of local governments include adult education, with classes held in the State Historical Museum or through field extension, and public information, providing explanations to inquiries of the general public.

ELIGIBILITY

The services of the State Historical Museum are available upon request.

ADMINISTERING
AGENCY

State Historical Museum

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 303.

State funds

PRINTED
INFORMATION
AVAILABLE

"Annals of Iowa"
Biennial Report of the Iowa Department of History

FOR INFORMATION
CONTACT

State Historical Museum
Department of History and Archives

PROGRAM TITLE	HYGIENIC LABORATORY SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The State Hygienic Laboratory provides diagnostic services to the medical, dental, and veterinary professions and aids in the diagnosis and control of communicable diseases. The Laboratory also does extensive research on public health problems, especially in the areas of environmental sanitation, radiation, and pesticide control. Two functional activities of the Laboratory include: (1) the development of programs to be implemented through clinical labs; and (2) assistance to the Department of Health in the certification of labs for participation in the federal Medicare program.</p>
ELIGIBILITY	<p>The services of the Laboratory are available on a contract basis to individuals, industry, local and county governments, and state governmental agencies.</p>
ADMINISTERING AGENCY	State Hygienic Laboratory
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 135. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	<u>Annual Report</u>
FOR INFORMATION CONTACT	<p>State Hygienic Laboratory University of Iowa</p>

PROGRAM TITLE	INSURANCE ADVISORY SERVICE
NATURE AND PURPOSE OF PROGRAM	The Insurance Department renders service of an advisory nature to officials of local government. This may be either oral or written, in response to specific problems.
ELIGIBILITY	This service is available upon request to local insurance officials.
ADMINISTERING AGENCY	Insurance Department
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 505. State Funds.
PRINTED INFORMATION AVAILABLE	<u>Annual Reports</u>
FOR INFORMATION CONTACT	Commissioner of Insurance Insurance Department

PROGRAM TITLE	INDUSTRIAL SAFETY REGULATION ENFORCEMENT
NATURE AND PURPOSE OF PROGRAM	<p>The Bureau conducts health and safety inspections in industrial establishments with the objective of maintaining the regulations adopted by the Employment Safety Commission and enforced by the Industrial Safety Inspector. The Bureau has contracted with the University of Iowa State Hygienic Laboratory to provide testing knowledge and apparatus in industrial dust, vapor, and fume detection surveys.</p>
ELIGIBILITY	<p>Local governments may contract for surveys conducted by the Bureau.</p>
ADMINISTERING AGENCY	<p>Bureau of Labor</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 88 and 104.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Bureau of Labor</p>

PROGRAM TITLE	LAW LIBRARY SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Iowa State Law Library supplies information to members of the legal profession and others through the provision of a modern State Law Library. Materials are available on a lending basis to County Attorneys, District Courts, and other government officials, schools, and city libraries.</p>
ELIGIBILITY	Library materials are available upon request to the Iowa State Law Library.
ADMINISTERING AGENCY	Iowa State Law Library
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 303. State funds</p>
PRINTED INFORMATION AVAILABLE	Biennial Report of the Iowa State Law Library
FOR INFORMATION CONTACT	Iowa State Law Library

PROGRAM TITLE	MEDICAL LIBRARY SERVICES
NATURE AND PURPOSE OF PROGRAM	The Iowa State Medical Library provides books and other reading material in the fields of medicine and the allied sciences to the people of Iowa; the objective is to maintain and improve the health standards of the State of Iowa. Library materials are available on a reciprocal basis to state and local health boards, schools, libraries, and other health organizations.
ELIGIBILITY	Library materials are available upon request.
ADMINISTERING AGENCY	Iowa State Medical Library
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 303. State funds
PRINTED INFORMATION AVAILABLE	<u>Biennial Report of the Iowa State Medical Library</u>
FOR INFORMATION CONTACT	Iowa State Medical Library

PROGRAM TITLE

MERIT SYSTEM FOR LOCAL CIVIL DEFENSE PERSONNEL

NATURE AND PURPOSE
OF PROGRAM

The objective of the merit system is to open competition for state jobs based on merit, selection of the best qualified candidates, equal pay for equal work, and provision for a career under civil service. The relationships of the merit system of personnel administration to local governments is in the area of county and municipal civil defense agencies.

ELIGIBILITY

County and municipal civil defense agencies are eligible for the merit system program.

ADMINISTERING
AGENCY

Merit Employment Commission

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Federal and state funds

PRINTED
INFORMATION
AVAILABLE

Annual Reports of Merit System Council

FOR INFORMATION
CONTACT

Merit Employment Commission

PROGRAM TITLE	FLOOD PLAIN MANAGEMENT
NATURE AND PURPOSE OF PROGRAM	<p>The Iowa Natural Resources Council provides technical assistance to local units of government with regard to flood hazard areas within their jurisdiction by determining the characteristics of floods which reasonably may be expected to occur and by establishing protection methods and appropriate minimum protection levels. Reports are prepared which include flood inundation maps, charts and flood profiles for various types of flood plain development or encroachments and illustrate how local regulations can be used to implement a selected development plan. Program staff review flood plain zoning ordinances and management plans developed by local jurisdictions and grant approval prior to final adoption by local jurisdictions.</p> <p>Local plans for flood plain management are required before federally-guaranteed flood insurance can be made available.</p>
ELIGIBILITY	<p>Every local community with a flood problem is eligible. Priority is established by the Resources Council on the basis of the relative need and interest of local people for the program and the ability of the local community to provide available basic data, topographical coverage of the study area, and a major portion of the additional field work needed.</p>
ADMINISTERING AGENCY	Iowa Natural Resources Council
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 455A.</p> <p>Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	<p>Brochures will soon be available, and reports covering specific areas will be prepared when studies are completed.</p>
FOR INFORMATION CONTACT	Iowa Natural Resources Council

PROGRAM TITLE

ECONOMIC AND POPULATION DATA

NATURE AND PURPOSE
OF PROGRAM

The Office for Planning and Programming provides a clearinghouse for data on Iowa's population, employment, income, expenditures, and other socio-economic characteristics. To insure uniformity and accuracy of population and economic data used in governmental planning, OPP undertakes special analytic studies of the state. In addition, OPP prepares an annual Iowa economic report and statistical abstract. Finally, OPP sponsors, jointly with the University of Iowa, a center for processing of U.S. Census Summary Tapes, which will provide local agencies with special 1970 census data at the cost of computer time only. Any local government needing socio-economic data should contact OPP to determine what data is already available.

ELIGIBILITY

Information derived from economic and population studies is available to local governmental units and interested persons upon request.

ADMINISTERING
AGENCY

Office for Planning and Programming

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Laws of the 63rd General Assembly, First Session,
Chapter 70.7.

Federal and state funds
Code of Iowa, Chapter 7A.

PRINTED
INFORMATION
AVAILABLE

A Regional Delineation for the State of Iowa Economic
Report to the Governor, State of Iowa, 1969; Iowa Trends,
Actual and Projected, 1960-1980. Brochures on census data
availability are now being prepared.

FOR INFORMATION
CONTACT

Office for Planning and Programming

PROGRAM TITLE	FEDERAL AND STATE ASSISTANCE PROGRAMS -- INFORMATION AND COORDINATION
NATURE AND PURPOSE OF PROGRAM	The Division of Local Affairs provides three basic services to local governments concerning federal and state assistance programs: (1) Provision, upon request, of information on federal and state assistance programs available to local governments; (2) coordination of federal grant applications made by local governments, and; (3) supplying of information on the amount and purpose of federal assistance actually received by agencies and individuals in any local area.
ELIGIBILITY	All local governments.
ADMINISTERING AGENCY	Office for Planning and Programming
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Laws of the 63rd General Assembly, First Session,</u> <u>Chapter 70.7.</u> <u>U.S. Bureau of the Budget Circular A-95</u> <u>Federal and state funds.</u>
PRINTED INFORMATION AVAILABLE	Data sheets related to specific programs are available upon request.
FOR INFORMATION CONTACT	Division of Local Affairs Office for Planning and Programming

PROGRAM TITLE	HIGHWAY SAFETY PROGRAM (HIGHWAY SAFETY ACT OF 1966)
NATURE AND PURPOSE OF PROGRAM	<p>The Act provides that each state shall have a highway safety program approved by the Secretary of Transportation, designed to reduce traffic accidents and deaths, injuries and property damage. The state program must meet the performance standards promulgated by the Secretary in various functional areas such as: motor vehicle inspection; motor vehicle registration; motorcycle safety; driver education; driver licensing; codes and laws; traffic courts; alcohol and highway safety; identification and surveillance of accident locations; traffic records; emergency medical services; highway design, construction and maintenance; traffic control devices; pedestrian safety; police traffic services; and debris hazard control and cleanup. Of the federal funds apportioned to the state each fiscal year, at least 40 percent must be made available to local safety programs. The program is on a 50-50 matching basis, either in-kind contributed services or cash input.</p>
ELIGIBILITY	<p>Cities, towns, counties, local public school districts, and area school districts.</p>
ADMINISTERING AGENCY	<p>Office for Planning and Programming.</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>National Highway Safety Act of 1966 Federal funds - U.S. Department of Transportation/ National Highway Safety Bureau</p>
PRINTED INFORMATION AVAILABLE	<p>Highway Safety Act of 1966. The sixteen standards of functional program areas.</p>
FOR INFORMATION CONTACT	<p>Highway Safety Act Director Office for Planning and Programming</p>

PROGRAM TITLE	HOUSING ASSISTANCE TO LOCAL GOVERNMENTS
NATURE AND PURPOSE OF PROGRAM	The Division of Local Affairs offers assistance to local governments in determining their specific housing needs and matching these needs with information available on federal assistance in the area of housing. Qualified personnel provide information on federal housing programs, conduct research as to local housing needs, and offer consultation, advice, and technical assistance on housing to local governments upon request.
ELIGIBILITY	All local governments upon request.
ADMINISTERING AGENCY	Office for Planning and Programming.
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Laws of the 63rd General Assembly, First Session, Chapter 70.7.</u></p> <p>Federal and state funds.</p>
PRINTED INFORMATION AVAILABLE	<p><u>The Statewide Housing Study - A Summary.</u></p> <p><u>How to Conduct and Program Urban Housing Projects.</u></p> <p><u>How to Conduct Comprehensive Inventories of Housing Needs.</u></p>
FOR INFORMATION CONTACT	Division of Local Affairs Office for Planning and Programming

PROGRAM TITLE

INFORMATION SERVICES TO LOCAL GOVERNMENTS

NATURE AND PURPOSE OF PROGRAM

The Division of Local Affairs disseminates information to local units of government on a periodic basis. A monthly newsletter is circulated which discusses current developments in the areas of local, state-local, and federal-local relations. Also, technical information in specific areas of interest is compiled and distributed periodically in the form of manuals, handbooks, model documents, and technical guides. Examples of such information are the Catalogue of State Services to Local Governments, and manuals dealing with such subjects as annexation or civil service in Iowa.

ELIGIBILITY

All local governments.

ADMINISTERING AGENCY

Office for Planning and Programming.

AUTHORIZING LEGISLATION; SOURCES OF FUNDS

Laws of the 63rd General Assembly, First Session, Chapter 70.7.

Federal and state funds.

PRINTED INFORMATION AVAILABLE

Division of Local Affairs Monthly Newsletter.

Catalogue of State Services to Local Governments.

Periodic manuals, handbooks, special guides, and model documents on specific subjects.

FOR INFORMATION CONTACT

Division of Local Affairs
Office for Planning and Programming

PROGRAM TITLE	MANPOWER PLANNING (Cooperative Area Manpower Planning System -- CAMPS)
NATURE AND PURPOSE OF PROGRAM	<p>Manpower programs are designed to provide training, services, and job opportunity for unemployed and underemployed disadvantaged individuals. The CAMPS program coordinates the vast array of manpower programs offered at every level of government to the disadvantaged (for example, Work Incentive Program (WIN), Neighborhood Youth Corps (NYC), Apprentice Information Center, Manpower Development Training Programs (MDTA), and On-the-Job Training (OJT)). Through sixteen local functional economic areas, the State Manpower Office is responsible for offering professional and technical services in order to coordinate and implement manpower oriented efforts. Consultation and advice concerning manpower programs may be obtained upon request. A library of manpower data is retained for general use.</p>
ELIGIBILITY	All local public and private manpower oriented efforts.
ADMINISTERING AGENCY	Office for Planning and Programming.
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Laws of the Sixty-third General Assembly, First Session, Chapter 70.</u> Federal and state funds. 42 U.S.C. 2571-2620, Public Law 90-636.</p>
PRINTED INFORMATION AVAILABLE	<p>Pamphlet entitled "Cooperative Area Manpower Planning System".</p> <p><u>CAMPS Quarterly Report.</u> <u>CAMPS Annual Plan.</u></p>
FOR INFORMATION CONTACT	State Manpower Director Office for Planning and Programming

PROGRAM TITLE	MODEL CITIES LIAISON SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Division of Municipal Affairs provides a staff specialist who serves as a state liaison to local Model Cities programs. The Model Cities Liaison is responsible for evaluating the various Model Cities programs as to their effectiveness and offering consultation and advice on such programs when requested. Records are maintained on Model Cities efforts throughout the United States and information on these records is available to local Model Cities programs upon request. Any city or town interested in adopting a Model Cities program or desiring information on Model Cities should contact the Model Cities Liaison.</p>
ELIGIBILITY	Municipalities of all sizes.
ADMINISTERING AGENCY	Office for Planning and Programming.
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Laws of the 63rd General Assembly, First Session, Chapter 70.7.</u></p> <p>Federal and state funds.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Model Cities Liaison Division of Local Affairs Office for Planning and Programming</p>

PROGRAM TITLE	TECHNICAL ASSISTANCE TO LOCAL GOVERNMENTS
NATURE AND PURPOSE OF PROGRAM	The Division of Local Affairs offers consultation and advice to local governments upon request. Technical assistance is provided in the areas of local administration and organization, local development, finance, public works, housing, urban renewal, law enforcement, municipal charters, codes and ordinances, code administration, and purchasing.
ELIGIBILITY	All local governments.
ADMINISTERING AGENCY	Office for Planning and Programming.
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Laws of the 63rd General Assembly, First Session, Chapter 70.7.</u> Federal and state funds.
PRINTED INFORMATION AVAILABLE	Periodic reports on specific topics are available upon request.
FOR INFORMATION CONTACT	Division of Local Affairs Office for Planning and Programming

PROGRAM TITLE

CIVIL DEFENSE ADMINISTRATION

NATURE AND PURPOSE
OF PROGRAM

The program defines the direction, scope, and basic goals of civil defense and outlines and describes the responsibilities of various governmental officials. The Civil Defense Administration serves as a coordinating agency between the Department of Public Defense and counties and municipalities.

ELIGIBILITY

ADMINISTERING
AGENCY

Department of Public Defense

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 29C.

Federal, state, and local funds

PRINTED
INFORMATION
AVAILABLE

Federal Civil Defense Guides,
Office of Civil Defense

FOR INFORMATION
CONTACT

Department of Public Defense
Civil Defense Division

PROGRAM TITLE	CIVIL DEFENSE EDUCATION
NATURE AND PURPOSE OF PROGRAM	Civil Defense Education includes the education of local officials in national and state policies and of individuals and agencies in the procedure during a civil defense emergency situation. The program functions through the Civil Defense University Extension Training and the Civil Defense Adult Education Programs.
ELIGIBILITY	Educational materials are available upon request.
ADMINISTERING AGENCY	Department of Public Defense
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 29C. Federal, state, and local funds
PRINTED INFORMATION AVAILABLE	Federal Civil Defense Guides - Office of Civil Defense <u>The National Plan for Emergency Preparedness</u> <u>Iowa Emergency Plan</u>
FOR INFORMATION CONTACT	Department of Public Defense Civil Defense Division

PROGRAM TITLE

CIVIL DEFENSE EMERGENCY PLANNING

NATURE AND PURPOSE
OF PROGRAM

The program provides planning assistance to state and local government officials and communities in coordinating and executing plans and programs for the greatest possible protection of life and property and for orderly and effective recovery operations.

ELIGIBILITY

State and local government officials and communities are eligible for assistance upon request.

ADMINISTERING
AGENCY

Department of Public Defense

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

State Statute Chapters 29, 29C, 38A, 38B, 38C, 38D,
Code of Iowa 1966; Public Law 920, 81st Congress.

Federal and state funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Public Defense
Civil Defense Division

PROGRAM TITLE	EMERGENCY RESOURCE MANAGEMENT
NATURE AND PURPOSE OF PROGRAM	In cooperation with all levels of government, the program provides a plan for the deployment of essential resources in the event of an emergency in Iowa. Resource management encompasses such areas as construction and housing, economic stabilization, electric power, food, petroleum, gas and solid fuels, health, industrial production, manpower, transportation, water, telecommunications, and public information.
ELIGIBILITY	Local units of government are eligible upon satisfying certain requirements: (1) a resolution establishing a Civil Defense agency; (2) an emergency plan outlining the plan of action to be taken under emergency conditions; and (3) a program paper describing accomplishments in the area of emergency planning and future basic goals in establishing an effective and efficient Civil Defense emergency readiness condition.
ADMINISTERING AGENCY	Department of Public Defense
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Code of Iowa, Chapters 29, 29C, 38A, 38B, 38C, and 38D, and Public Law 920, 81st Congress. Federal, state and local funds
PRINTED INFORMATION AVAILABLE	<u>The National Plan for Emergency Preparedness</u> <u>Iowa Emergency Plan</u> <u>Iowa Emergency Resource Management Plan</u>
FOR INFORMATION CONTACT	Department of Public Defense Civil Defense Division

PROGRAM TITLE

MILITARY SUPPORT OF CIVIL AUTHORITY

NATURE AND PURPOSE
OF PROGRAM

In the event of an emergency situation beyond the capabilities of civil authorities, it is the objective of the program to: (1) employ available military resources in support of the state Emergency Plan to assist in preventing unnecessary loss of life and alleviating suffering; (2) take necessary action to restore civil control where it has become inoperative; and (3) support commanders of any adjacent state area command. In every instance, the preferred method will be to provide military support as an aid to civil authority; a martial rule situation will be the last resort.

ELIGIBILITY

Emergency planning assistance is available to any local unit of government. The level of activity of local civil officials is in direct proportion to the potential threat of the moment and to the number of experienced planners available to the mayor.

ADMINISTERING
AGENCY

Department of Public Defense

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 29C.
Title 32 - National Defense, 50 USC (Part 220,
Chapter 1).

Federal and state funds

PRINTED
INFORMATION
AVAILABLE

Military Support of Civil Defense,
Iowa Area Command

FOR INFORMATION
CONTACT

Department of Public Defense
Civil Defense Division

PROGRAM TITLE	NATIONAL GUARD EMERGENCY ASSISTANCE TO LOCAL GOVERNMENTS
NATURE AND PURPOSE OF PROGRAM	<p>In the event of a local emergency or natural disaster and upon the request of a local law enforcement official and the ensuing order of the Governor, the Iowa National Guard is responsible for providing military manpower assistance to local governments in order to ensure the protection of life and property and to preserve or restore peace, order, and public safety. The National Guard is responsible only for assisting local authorities in the protection of life and property. The Governor of Iowa acts as Commander-in-Chief of the Iowa National Guard and is empowered with the authority to activate all state military forces when he deems such action is necessary. The Adjutant General is appointed by the Governor as Chief of Staff and is responsible for the administration, organization, equipping and training of the military forces of the State of Iowa in accordance with the policies and directives of the Iowa Department of Public Defense.</p>
ELIGIBILITY	All local governments during times of local emergency or disaster as determined by the Governor of Iowa.
ADMINISTERING AGENCY	Department of Public Defense
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 29A. Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Adjutant General's Office Military Division Department of Public Defense</p>

PROGRAM TITLE	TECHNICAL ASSISTANCE FOR CIVIL DEFENSE
NATURE AND PURPOSE OF PROGRAM	The Department of Public Defense provides technical assistance to state and local government civil defense agencies in the areas of radiological defense, communications, and warning systems. Surveys, reports, and recommendations are included in the technical assistance program.
ELIGIBILITY	Agencies are eligible upon request.
ADMINISTERING AGENCY	Department of Public Defense
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 29 c. Federal, state, and local funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Public Defense Civil Defense Division

PROGRAM TITLE	ADULT BASIC EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>State staff members of the Area School Branch of the Department of Public Instruction are available, upon request of the area school administrative staff, to go to a community as consultants. Their function is to acquaint the community staff with the various aspects of the ABE Program, the mechanics of implementing a program, the general curriculum to teach, and the other guidance necessary to administer an ABE program. Adult Basic Education consultants will aid in interviewing and recommending the selection of instructors prior to conducting a teacher training program. A statewide teacher training workshop is conducted by the state staff members annually, as well as conducting six regional in-service workshops throughout the state. Applications for the high school equivalency certificate are evaluated and processed accordingly.</p>
ELIGIBILITY	<p>Any local non-profit organization may provide educational programs for any person 18 years of age and over who is in need of education commonly taught in the eighth grade and below.</p>
ADMINISTERING AGENCY	Department of Public Instruction
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 259A, 280A - Adult Education Act - P.L. 89-750, Title III.</p> <p>Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>A.B.E. State Plan</u> <u>High School Equivalency Rules and Regulations</u> <u>Standards and Guidelines for Area Vocational Schools</u></p>
FOR INFORMATION CONTACT	Department of Public Instruction - Area School Branch - Adult Education Section

PROGRAM TITLE

AREA VOCATIONAL SCHOOLS AND COMMUNITY COLLEGES

NATURE AND PURPOSE
OF PROGRAM

Under this program, assistance is provided to area schools through the direct effort of the branch staff and through activities which coordinate assistance by other staff of the Department. This assistance includes development of courses and programs, surveys of student needs and local employment needs, student assistance programs, acquisition of sites and development of physical facilities, consultation concerning federal grant programs, and development and interpretation of uniform accounting procedures.

ELIGIBILITY

These services are available to area community colleges, area vocational schools, and any community or junior colleges operated by local school districts.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 280A.27 and 280A.28.

State funds

PRINTED
INFORMATION
AVAILABLE

School Laws and Tests of Standards

FOR INFORMATION
CONTACT

Department of Public Instruction
Area Schools Branch

PROGRAM TITLE	ASSISTANCE IN SCHOOL FINANCE, BUSINESS MANAGEMENT, AND ADMINISTRATION
NATURE AND PURPOSE OF PROGRAM	<p>The services of professional consultants are provided to school officials seeking solutions to school problems involving administration, finance, and school business management.</p> <p>Local school officials may request assistance in the preparation of budgets, be given opinions as to what they may expect in state and county equalization aid and gather advice as to the amount of tax revenue to expect.</p> <p>Assistance is also offered in reviewing and analyzing the insurance program of the school district, its purchasing procedures, its financial accounting practices, as well as rendering assistance in making the transition to the use of automatic data processing and providing assistance in the interpretation of School Laws.</p>
ELIGIBILITY	Public school districts which maintain at least twelve grades of instruction above the level of kindergarten are eligible for these services.
ADMINISTERING AGENCY	Department of Public Instruction
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 257, 268A, 281, 282, 231, 442.</p> <p>State funds</p>
PRINTED INFORMATION AVAILABLE	Much available, including manuals, publications, and directions concerning the Five Subsystems of Finance, Instructional Programs, Personnel, Pupils, and Facilities, at no cost to local governments.
FOR INFORMATION CONTACT	Department of Public Instruction Administration and Finance Division Finance and Business Management Section

PROGRAM TITLE

CIVIL DEFENSE EDUCATION

NATURE AND PURPOSE
OF PROGRAM

At the request of a local unit (or local units acting in concert), through either the local Civil Defense Director to the Civil Defense Education Section or directly to this section, classes may be set up to instruct the public in Personal and Family Survival, Radiological Monitoring or Shelter Management. The Personal and Family Survival course is available to both high school students and adults. It may be presented as a part of a high school government course or other related unit of the curriculum. It will also be presented apart from the high school curriculum to classes of twenty or more. Radiological monitoring classes are taught in minimum classes of ten. Shelter Management classes are taught, in minimum classes of ten, to individuals who will be used as shelter managers during a disaster. In addition, conferences for school administrators on school disaster preparedness are conducted as well as are classes to train teachers for PFS.

ELIGIBILITY

All local units of government, either acting individually or together are eligible to have PFS, RM and SM classes conducted in their community.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

P.L. 81-920,
Federal funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Public Instruction
Area School Branch
Civil Defense Education Section

PROGRAM TITLE	CURRICULUM DEVELOPMENT
NATURE AND PURPOSE OF PROGRAM	<p>The Curriculum Development Program provides in-service technical assistance directly to the schools in the areas of reading, English, mathematics, social studies, science, industrial arts and the elementary areas. The related Federal Programs (Title II, ESEA-Library Resources; Title III, NDEA-Improvement of Instruction in critical subject areas; and, Title VESEA-Strengthen Department of Public Instruction) are coordinated. Consultative services to individual schools are available as well as workshops and conferences to improve Iowa schools' curriculum.</p>
ELIGIBILITY	<p>All public schools are eligible for the services of the Curriculum Division. No contribution is required.</p>
ADMINISTERING AGENCY	<p>Department of Public Instruction</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Section 257.20; 20 USC 441-444, 20 USC 961, P.L. 89-10.</p> <p>Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	<p>Handbooks (free in the first distribution), Brochures and other materials available at no cost.</p>
FOR INFORMATION CONTACT	<p>Department of Public Instruction Division of Curriculum</p>

PROGRAM TITLE

DRIVER EDUCATION

NATURE AND PURPOSE
OF PROGRAM

The State reimburses each public school district, in an amount not exceeding \$30 per student, for each student completing an approved driver education course offered or made available by the school district.

Technical assistance is offered to help initiate new programs in motorcycle safety, adult, and handicapped driver education. Technical assistance is also available to aid in the expansion or improvement of existing programs.

Assistance is offered in car procurement and the development of multiple car driving ranges and in-service workshops, seminars and conferences are made available.

ELIGIBILITY

All public school districts are eligible for assistance.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 321.177
P.L. 89-564.

Federal, state and local funds

PRINTED
INFORMATION
AVAILABLE

Curriculum study guides: Driver Education for Iowa Schools, Safety Education for Iowa Schools (free to school districts).

FOR INFORMATION
CONTACT

Department of Public Instruction
Transportation Division
Driver Education Section

PROGRAM TITLE	GUIDANCE SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>Guidance is that part of the total educational program designed to: (1) foster maximal development of individual potentialities through providing school wide assistance to youth in the choices, decisions and adjustments each must make as he moves toward maturity; (2) have established quality programs of guidance services for all Iowa pupils, kindergarten thru post-high school; (3) further develop the vocational aspects of guidance services; and (4) provide continual leadership and service in the development and evaluation of programs of guidance services, certification requirements, and counselor education programs.</p>
ELIGIBILITY	<p>All local, county, intermediate and merged area educational agencies are eligible to receive services. All public local, county, intermediate and merged area educational agencies meeting minimum standards as defined in Circular 100f (revised, Spring, 1968) are eligible for reimbursement under Title V--Part A, NDEA, 1958, or Section 1.3 (Vocational Guidance and Counseling) for Public Law 80-210 (Vocational Education Act of 1963).</p>
ADMINISTERING AGENCY	<p>State Department of Public Instruction</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Federal statutes mentioned above and state appropriation acts.</p>
PRINTED INFORMATION AVAILABLE	<p>Guidance Services-Suggested Policies for Iowa Schools. <u>Resource Guide to Training, Education and Financial Aid For Students in The State of Iowa.</u> <u>Occupational Education Programs Serving Iowa Students.</u> <u>Guide For Participation In Guidance And Counseling And Testing,</u> <u>Elementary Guidance Handbook.</u></p>
FOR INFORMATION CONTACT	<p>Guidance Services Section Department of Public Instruction</p>

PROGRAM TITLE

PUPIL TRANSPORTATION

NATURE AND PURPOSE
OF PROGRAM

Through this program local school districts are provided, at their request, with consultative services, on a personnel-available basis, in the establishment and location of school bus routes as well as review of existing bus routes and stops. This program also conducts workshops for bus drivers, mechanics and supervisors, works with local districts on innovations and use of newly developed safety equipment, and assists local districts in the preparation of bids for the purchase of pupil transportation equipment. The services of this division are available to review a school's total pupil transportation program and make recommendations for improvement.

ELIGIBILITY

All local school districts are eligible for these services on request at no cost.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 285; Sections 321.373
through 321.376.

State funds

PRINTED
INFORMATION
AVAILABLE

Separate publications containing: (a) Rules and Regulations of the Pupil Transportation Division; (b) Specifications for Construction of School Busses; (c) Guidelines for Preparing Bid Specifications; (d) Guidelines for Setting up Bus Routes; and (e) Training Program Outline for Bus Drivers

FOR INFORMATION
CONTACT

Department of Public Instruction
Transportation Division

PROGRAM TITLE

SCHOOL DISTRICT REORGANIZATION

NATURE AND PURPOSE
OF PROGRAM

Under this program a reorganization consultant is available to work closely with county boards of education, local district boards, and lay citizen groups in studying school district structure and developing sound school districts which are sufficient from the standpoint of public and financial resources to provide a good educational program at a reasonable cost.

ELIGIBILITY

Public school districts, etc. (see Plant Facilities Services)

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapters 257, 268A, 281, 282, 321, 442.
State funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Public Instruction
Administration and Finance Division
School Reorganization Section

PROGRAM TITLE	SCHOOL LUNCH PROGRAM
NATURE AND PURPOSE OF PROGRAM	<p>This program conducts reviews of school lunch and school breakfast programs as well as special assistance programs in public school districts while administering the distribution of government donated foods to public and private schools, to non-profit summer camps for children and to eligible state institutions. Assistance is offered to local schools to provide nutritionally balanced and wholesome school lunches; to develop competence in purchasing, storing, preparing and serving food; and to plan and design school lunch facilities and layouts for remodeling. Three school lunch short courses jointly sponsored by the Department of Institutional Management at Iowa State University and this section are held at the University annually.</p>
ELIGIBILITY	<p>Public school districts, state institutional schools, private schools, summer camps, and disaster feeding programs are eligible for these services.</p>
ADMINISTERING AGENCY	Department of Public Instruction
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa 283A</u>; National School Lunch Act 1946; <u>Special Milk Act 1954</u>; Child Nutrition Act 1966.</p> <p>Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	<p>The <u>School Lunch Newsletter</u> is published each month, August through June. It contains recipes, suggested menus, general information and instructions, and commodity information.</p>
FOR INFORMATION CONTACT	<p>Department of Public Instruction Administrative Services Branch School Lunch Section</p>

PROGRAM TITLE	SCHOOL PLANT FACILITIES SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The services of professional consultants are provided to superintendents on school plant planning. Materials relating to construction maintenance and operation of school facilities are prepared and distributed to school districts. Services are also provided to the new area community college and area vocational districts to assure adequate and efficient buildings and sites. This section administers Public Law 815 and 874 regarding federal assistance to school districts in federally impacted areas as well as reviewing and approving Title III NDEA remodeling projects for local school districts.</p>
ELIGIBILITY	<p>Public school districts which maintain at least twelve grades of instruction above the level of kindergarten are eligible for these services.</p>
ADMINISTERING AGENCY	<p>Department of Public Instruction</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 257, 268A, 281, 282, 321, 442, Title III, NDEA, P.L. 815, P.L. 874.</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Public Instruction Administration and Finance Division School Plant Facilities Section</p>

PROGRAM TITLE

SCHOOL SUPERVISION

NATURE AND PURPOSE
OF PROGRAM

Through this program members of the division staff function as liaison officers between the Department and the schools of Iowa; they bring the resources of the Department to the local schools as requested, on a consultative rather than inspectional basis, to assist in planning and holding the annual improvement of instruction meetings and to assist schools in planning for better educational programs. The team visit is the primary function of this division. It is a cooperative enterprise that is engaged in directly by the local school district and the Department and whose purpose is to suggest improved programs by specialists in various subject areas and school programs. The Department furnishes resource personnel and arranges for additional personnel to assist from local school systems and institutions of higher learning. The consultants of this division, who are available for "at request" school visits, do not serve as specialists but refer local school administrators and personnel to other divisions for specialized attention to specific problems.

ELIGIBILITY

All schools, nursery through secondary, are eligible for the services of this division.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 257.18, Section 7 and
Chapter 257.25.

State funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Public Instruction
Division of Supervision

PROGRAM TITLE	SERVICES FOR HANDICAPPED AND DEPRIVED CHILDREN
NATURE AND PURPOSE OF PROGRAM	<p>This program provides consultative services to county and local school districts through: (1) supervision of local and intermediate district Special Education programs; consultation on handicap matters with local school people and others; (2) coordination of philosophy, information and ideas as they evolve on the federal, state and local levels; and (3) review and evaluation of existing programs and improvements made where possible. Each consultant has the responsibility to assist local and intermediate unit personnel to develop, expand, and improve educational programs and services for handicapped children in terms of the need for such programs and services. Consideration is also given by each consultant to assist school districts in meeting the requirements set down by the 61st General Assembly for special education services to all secondary level handicapped students. State aid for the handicapped is on a reimbursement basis computed on an excess cost principle, i.e. that amount spent in the education of a handicapped pupil over and above the cost of educating a regular pupil within a given school district.</p>
ELIGIBILITY	All local and county school districts are eligible.
ADMINISTERING AGENCY	Department of Public Instruction
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 281 and 257.25; P.L. 89-10, P.L. 85-926 as amended by P.L. 88-164.</p> <p>Federal and state funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>Monthly Newsletter</u> Annual booklet showing exemplary projects</p>
FOR INFORMATION CONTACT	<p>Department of Public Instruction Division of Special Education</p>

PROGRAM TITLE

SURPLUS PROPERTY

NATURE AND PURPOSE
OF PROGRAM

This program is designed to procure, warehouse, and distribute surplus federal government owned property to tax exempt and tax supported schools and hospitals and to Civil Defense Units. The program is self-supporting and receives no appropriation from the General Fund. All costs for maintaining the agency are derived from service and handling charges assessed on property transferred to the eligible donees. Municipalities and counties are not eligible to be donees as such, but certain surplus properties are available to their respective Civil Defense Units. A central warehouse is maintained at the Iowa State Fairgrounds which may be visited by eligible donees and a "want" list is maintained to which donees may add their requests for properties when they become available.

ELIGIBILITY

Tax supported and tax exempt schools and hospitals are eligible for surplus property with the allocation approved by this section. Civil Defense Units (and counties and municipalities through their Civil Defense Units) are eligible with the allocation approved by the State Civil Defense Office and this section.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Section 2832 P.L. 81-152.

Funded by service and handling charges paid by donee

PRINTED
INFORMATION
AVAILABLE

A statewide bulletin listing all surplus property is mailed to all eligible donees.

FOR INFORMATION
CONTACT

Department of Public Instruction
Surplus Property Section

PROGRAM TITLE	TEACHER EDUCATION AND CERTIFICATION
NATURE AND PURPOSE OF PROGRAM	<p>In the area of services this program counsels with teachers, principals, and superintendents as to the requirements for additional certification as well as evaluating individuals' backgrounds for the issuance of temporary certificates when necessary. This division counsels college and university personnel in the development of programs for the preparation of teachers and in-service education programs. In general, the purpose of this program is to evaluate teacher training programs and candidates for certification as teachers.</p>
ELIGIBILITY	<p>Local county and area school districts, as well as colleges and universities, are eligible for whatever assistance may be needed that relates to teacher education and certification.</p>
ADMINISTERING AGENCY	<p>Department of Public Instruction</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Section 257.10 and Chapter 260. <u>Iowa Departmental Rules</u> Title XI. <u>Public Laws</u> 89-10 and 88-210.</p>
PRINTED INFORMATION AVAILABLE	<p><u>Certification and Approved Handbook</u> <u>Teacher Education Program Manual</u></p>
FOR INFORMATION CONTACT	<p>Department of Public Instruction Teacher Education and Certification</p>

PROGRAM TITLE

VETERANS EDUCATION

NATURE AND PURPOSE
OF PROGRAM

This program is both advisory and supervisory in nature. Educational programs, enrollment in which the individual veteran may be subsidized, must meet the standards established by the Veterans Administration. This office, upon the request of a school (public or private) or a school district investigates, verifies and evaluates its courses, and renders assistance in seeing that the curriculum meets VA standards. If a veteran applies for educational benefits and is enrolled in a school whose curriculum has not been evaluated under this program this office must evaluate and approve the courses prior to the veteran receiving benefits. Supervisory visits are regularly made to all approved schools to insure the maintenance of the required standards.

ELIGIBILITY

Public and private schools of all types as well as school districts are eligible for the advisory services. Apprenticeship, OJT and Farm Co-op programs also fall under the jurisdiction of this section.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

P.L. 88-358 P.L. 90-77.

Federal funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Department of Public Instruction
Area Schools Branch
Veterans Education and Training Section

PROGRAM TITLE	VOCATIONAL EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>In general, this program provides leadership, supervision, and promotion in maintaining, extending and improving existing programs of vocational and technical education, developing new programs, and providing part-time employment for youth who need earnings to continue their vocational education on a full-time basis. Component program activities include high school, post high school and adult programs in vocational agriculture, business occupations, vocational guidance and counseling, health occupations, home economics, manpower development and training, trade, industrial and technical education, and vocational education for persons with special educational handicaps. Services directly related to local units include assistance to schools in planning, shops and buildings and assistance in planning what types of vocational programs should be established. Teacher training institutions are offered assistance in the development of teacher training programs and curricula and standards for vocational training programs are established.</p>
ELIGIBILITY	<p>Local educational agencies and other agencies are eligible for these services on a cost contribution basis.</p>
ADMINISTERING AGENCY	<p>Department of Public Instruction</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 257, 258, 280A, 286A - Smith Hughes Act, George Barden Act, Vocational Education Act. Federal, state and local funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>State Plan for Vocational Education</u> <u>Selected School Laws and Standards</u></p>
FOR INFORMATION CONTACT	<p>Department of Public Instruction Vocational Education Branch</p>

PROGRAM TITLE

VOCATIONAL REHABILITATION

NATURE AND PURPOSE
OF PROGRAM

The general purpose of the program is to provide vocational rehabilitation for the individuals in need of these services. This division, in relation to local units, provides consultative and technical assistance to public and private (non-profit) rehabilitation facilities to develop and improve in the light of established standards. This assistance may deal with planning, development and/or operation of a facility or workshop.

Through 1965 VRA Amendments it is possible for the Division to utilize certain of its Section 2 funds (funds which are allocated by the federal government to the states on a 25% state-75% federal ratio) to establish rehabilitation facilities and sheltered workshops, either public or private. The participating public agency's institutions or unit of governments share is 25%.

ELIGIBILITY

All public and private non-profit rehabilitation facilities are eligible for services.

ADMINISTERING
AGENCY

Department of Public Instruction

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 259; 29 USC 4, Section et.seq. as amended 1967.

Federal, state, and local funds

PRINTED
INFORMATION
AVAILABLE

Able to Work
Education at Work
Vocational Rehabilitation for Iowa's Disabled

FOR INFORMATION
CONTACT

Department of Public Instruction
Division of Rehabilitation Education and Services

PROGRAM TITLE	CRIMINAL INVESTIGATION, IDENTIFICATION, AND RECORDS
NATURE AND PURPOSE OF PROGRAM	This Bureau collects, preserves, and disseminates criminal record information. It also renders criminal investigative aid to local enforcement agencies on request and renders technical aid on questioned documents, firearms identification, tool marks, latent fingerprints, photography, and polygraph examinations in connection with criminal investigations.
ELIGIBILITY	All local law enforcement agencies are eligible for BCI services upon request of a Mayor (or Chief of Police on behalf of the Mayor), Sheriffs, and County Attorneys.
ADMINISTERING AGENCY	Department of Public Safety
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Code of Iowa, Chapter 80, Section 80.9; Chapter 748, Section 748.3; Chapter 749. State funds
PRINTED INFORMATION AVAILABLE	Printed material covering all items of discussion and information covered in the conference held for all newly elected county attorneys and sheriffs is given to these newly elected officials at no charge.
FOR INFORMATION CONTACT	Iowa Department of Public Safety Bureau of Identification Bureau of Criminal Investigation

PROGRAM TITLE

DRIVER LICENSING

NATURE AND PURPOSE
OF PROGRAM

The Highway Patrol administers all examinations for operators' and chauffeurs' licenses within the state. This function is performed by twenty-eight examining teams, who visit the several counties on an itinerate basis.

ELIGIBILITY

The Patrol provides this service to all counties, at intervals of fifteen days or less.

ADMINISTERING
AGENCY

Department of Public Safety

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapters 80, 321.

State funds

PRINTED
INFORMATION
AVAILABLE

Iowa Drivers Manual

FOR INFORMATION
CONTACT

Department of Public Safety
Division of Highway Safety Patrol

PROGRAM TITLE	FIRE INVESTIGATION, INSPECTION AND PREVENTION
NATURE AND PURPOSE OF PROGRAM	<p>Through this program local units of government are technically assisted in or provided with the various phases of fire safety. This includes, but is not limited solely to, investigation into fire causes, inspections, education, and arson investigation. The Fire Marshall may either assist in or take over the investigation of suspected arson. His staff are all qualified experts re: court testimony validity.</p> <p>Schools are set up to instruct fire chiefs and firemen in the area of fire laws, inspections, condemnations, determination of fire causes, and arson detection.</p>
ELIGIBILITY	All governing agencies are eligible for services upon request. The schools are provided at no cost to the participating governing agency.
ADMINISTERING AGENCY	Department of Public Safety
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Code of Iowa, Chapters 100, 101, 103, 707, 170 (Sec. 170.38), and 218 (Sec. 218.4).</p> <p>State funds</p>
PRINTED INFORMATION AVAILABLE	Handbooks on arson detection, arson investigation, and evacuation procedures are available.
FOR INFORMATION CONTACT	State Fire Marshall Department of Public Safety

PROGRAM TITLE	HIGHWAY PATROL - EMERGENCY ASSISTANCE
NATURE AND PURPOSE OF PROGRAM	<p>The Patrol renders emergency assistance in situations of strike, natural disaster, or other circumstances beyond local control, when requested by government officials.</p> <p>The Patrol performs a relay function for the cities and towns of Iowa when time is of the essence.</p> <p>In times of riot or other civil disorder, the Patrol makes available to local enforcement officials a fully equipped and self-contained mobile command post which may be operated indefinitely outside city limits.</p>
ELIGIBILITY	Any unit of local government may qualify for these services.
ADMINISTERING AGENCY	Department of Public Safety
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 80.</p> <p>State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Department of Public Safety Division of Highway Safety Patrol

PROGRAM TITLE	HIGHWAY PATROL INFORMATIONAL SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>Numerous informational and educational services are performed by the State Highway Patrol. Weekly bulletins are sent to local officials, containing lists of stolen vehicles, reported crimes, and suspended and revoked drivers. Complete teletyped and certified files of driver records are maintained. A computerized reporting system is made available, offering "instant-response" to all known criminals. Safety programs and defensive driving courses are presented to high school classes and civic groups. The Patrol also provides lecturers to local law enforcement courses, on a basis of approximately one week per month.</p>
ELIGIBILITY	<p>These services are available on request to officials of local government.</p>
ADMINISTERING AGENCY	<p>Department of Public Safety</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa, Chapter 80 .</u> State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Department of Public Safety Division of Highway Safety Patrol</p>

PROGRAM TITLE	HIGHWAY SAFETY ENFORCEMENT
NATURE AND PURPOSE OF PROGRAM	Through this program, the Highway Patrol cooperates with local authorities in developing traffic enforcement programs, investigating accidents, searching for lost or missing persons, and apprehending wanted criminals.
ELIGIBILITY	All federal, local, and county officials may request assistance from the Highway Patrol. Mayors, county attorneys, sheriffs, and police officials may request assistance from the Highway Patrol by contacting the Commissioner of Public Safety when assistance is needed for other than routine enforcement purposes.
ADMINISTERING AGENCY	Department of Public Safety
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 80 and 321. State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Highway Safety Patrol Department of Public Safety

PROGRAM TITLE	IOWA LAW ENFORCEMENT OFFICERS TRAINING ACADEMY
NATURE AND PURPOSE OF PROGRAM	<p>Through this program, training will be provided for all state, county, and municipal law enforcement officers, and instruction and research assistance will be provided each law enforcement agency. This will include training of all recruits in a basic police course and also training of experienced and command level officers. Schools are provided in various specialized areas of law enforcement and there are continuing retraining programs available. The basic police course includes, but is not limited to, the instruction on Iowa Code and constitutional law, rules of evidence, including collection and presentation, laws of searches and seizures, obtaining and serving of warrants and judicial process, traffic control and accident investigations, first aid, and handling of inebriates and abnormal persons, as well as domestic situations. The advanced courses will involve study in community relations, handling of juveniles, mob control and civil disorders, and maintaining of records and police administration.</p>
ELIGIBILITY	<p>Conservation officers, members of sheriffs' offices or police departments, or other agencies or departments of the state, county, city, or town regularly employed in the capacity of crime prevention and detection or enforcement of the criminal laws of the State of Iowa are eligible. The trainee or sponsoring local government unit is responsible for the trainee's meals and travel expenses.</p>
ADMINISTERING AGENCY	Department of Public Safety.
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Laws of the Sixty-Second General Assembly</u>, Chapter 112. State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Law Enforcement Academy Department of Public Safety

PROGRAM TITLE

PUBLIC SAFETY EDUCATION SERVICES

NATURE AND PURPOSE
OF PROGRAM

This program provides technical assistance to local governments in the fields of traffic and safety education. In particular cities, counties, and school districts cooperate with, and are eligible to participate in Safety Conferences, Defensive Driving Courses, Vehicle Safety Check Programs, Bicycle Safety Programs, Highway Safety Act, Cost Estimate Studies, Christmas Posters, Motor Vehicle Inspection Caravan, Operation Edith, Traffic Inventory, and the Iowa Youth Traffic Safety Council Program.

ELIGIBILITY

Services of the Safety Education Division are available to all city, county, and school officials, civic and service organizations, churches, and individuals in the State of Iowa.

ADMINISTERING
AGENCY

Department of Public Safety

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Sections 80.17 and 80.19.

PRINTED
INFORMATION
AVAILABLE

Many free publications available.

FOR INFORMATION
CONTACT

Department of Public Safety
Division of Safety Education

PROGRAM TITLE	PUBLIC SAFETY RADIO COMMUNICATIONS
NATURE AND PURPOSE OF PROGRAM	<p>The purpose of this program is to provide voice radio communications and radio installation and maintenance for the Highway Patrol, Bureau of Criminal Investigation, Fire Marshall, Adjutant General, Narcotics, and other state agencies involved in Law Enforcement and Public Safety Services. Services of this division on both an interstate and intrastate level are available to all state, county, city, and federal law enforcement agencies.</p> <p>Information is received regarding traffic accidents, traffic hazards and violations and dispatched to the proper agency or officer.</p> <p>Files on stolen property and criminal reports are compiled and maintained for the benefit of all law enforcement personnel in Iowa.</p>
ELIGIBILITY	All state, county, city, and federal law enforcement agencies in Iowa are eligible for this division's services.
ADMINISTERING AGENCY	Department of Public Safety
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> - 80.9(e) and Chapter 750.
PRINTED INFORMATION AVAILABLE	Various printed materials are available to law enforcement agencies at no cost to the agency.
FOR INFORMATION CONTACT	Department of Public Safety Radio Communications Division

PROGRAM TITLE

ASSISTANCE IN SELECTION AND PROMOTION OF LAW ENFORCEMENT OFFICERS

NATURE AND PURPOSE OF PROGRAM

The objective of the program is to improve methods of selection and promotion of law enforcement officers. Examinations are developed, administered, and scored by the Bureau; the local civil service commission reviews and approves the examination material and the local government retains the final decision in selection and promotion of individuals.

ELIGIBILITY

The service is available to cities upon request; a representative of the Bureau will visit the city to discuss the procedure with the local civil service commission.

ADMINISTERING AGENCY

Board of Regents

AUTHORIZING LEGISLATION; SOURCES OF FUNDS

PRINTED INFORMATION AVAILABLE

FOR INFORMATION CONTACT

Bureau of Police Science
University of Iowa

PROGRAM TITLE	COMPUTERIZED INFORMATIONAL SERVICES
NATURE AND PURPOSE OF PROGRAM	The service provides research in educational information science and development, testing, and operation of educational information systems. Program activities include: Attendance and Mark Reporting; Pupil Scheduling Service; Student Ranking Service; Property Accounting; Library Catalog Production Service; Educational Data Bank; and School Census Service.
ELIGIBILITY	Subscription services are available to both public and non-public schools.
ADMINISTERING AGENCY	Board of Regents
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Section 257.10 (5) and <u>Section 257.18</u> (11).
PRINTED INFORMATION AVAILABLE	Manuals, brochures, and data collection forms are available at no cost to interested persons and agencies.
FOR INFORMATION CONTACT	Iowa Educational Information Center University of Iowa

PROGRAM TITLE

LAW ENFORCEMENT ADVISORY SERVICE

NATURE AND PURPOSE
OF PROGRAM

The purpose of the program is to assist local administrators and officials in the improvement of law enforcement operations. The Bureau provides consultation and ground and/or comprehensive survey studies to local agencies.

ELIGIBILITY

The service is available upon request by any head of a law enforcement agency, mayor, or city manager.

ADMINISTERING
AGENCY

Board of Regents

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Bureau of Police Science
University of Iowa

PROGRAM TITLE	MENTAL HEALTH - CONSULTATION
NATURE AND PURPOSE OF PROGRAM	Consultative services assist community steering committees in planning the organization and financing of new community mental health services and facilities, drafting articles of incorporation and bylaws, designing the program of services, suggesting the physical construction, recommending standards for professional staffing, and assisting in recruitment. The program includes consultative services to boards and staffs of existing centers with problems of maintaining and broadening services.
ELIGIBILITY	Consultative services are available to community service groups, ad hoc steering committees, and mental health center boards and staffs upon request.
ADMINISTERING AGENCY	Board of Regents
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Federal funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Mental Health Authority Committee of Mental Hygiene Board of Regents

PROGRAM TITLE	MENTAL HEALTH - PUBLIC EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>The aim of the public education program is to foster an interest in mental health, to reach large numbers of people with information concerning mental health, and to build support for community mental health services. Speakers, films, and pamphlets are available to professional and lay groups including PTA, Farm Bureau, Mental Health Associations, schools, social work and psychiatric groups, and public health nurses.</p>
ELIGIBILITY	All services are available upon request.
ADMINISTERING AGENCY	Board of Regents
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Federal funds
PRINTED INFORMATION AVAILABLE	<p>Mental Health Films and Pamphlets <u>Directory of Psychiatric Facilities in Iowa</u></p>
FOR INFORMATION CONTACT	<p>Iowa Mental Health Authority Committee on Mental Hygiene Board of Regents</p>

PROGRAM TITLE	MENTAL HEALTH - RESEARCH AND PLANNING
NATURE AND PURPOSE OF PROGRAM	Comprehensive mental health planning provides basic information on population trends, manpower, laws, costs, patterns of care, mentally ill children, the retarded mentally ill, mentally ill offenders, etc.
ELIGIBILITY	Policy and planning committees on state and local levels are eligible for research and planning services upon request.
ADMINISTERING AGENCY	Board of Regents
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Federal funds
PRINTED INFORMATION AVAILABLE	<u>Mental Health Planning in Iowa: Summary and Major Recommendations (1965)</u> <u>Comprehensive Mental Health Care (1965)</u>
FOR INFORMATION CONTACT	Iowa Mental Health Authority Committee of Mental Hygiene Board of Regents

PROGRAM TITLE	RESEARCH AND EDUCATION
NATURE AND PURPOSE OF PROGRAM	<p>The objective of the program is to bring the research, educational, and other resources of the university to bear upon the practical problems of government and community affairs in Iowa. The Institute serves as a link between public officials and campus professionals and resources: the service publishes handbooks for city and county officials, reports on state and local issues, salary surveys, and proceedings of Institute Conferences, and noncredit, practical in-service training programs are offered to state and local officials through workshops, short courses, conferences, and correspondence.</p>
ELIGIBILITY	<p>The educational programs of the Institute are directed primarily to public officials and to community leaders; in most instances tuition is paid by the participant's unit of government.</p>
ADMINISTERING AGENCY	Board of Regents
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Board of Regents, 1949 State and Federal funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>A Handbook for Iowa Mayors</u> (1965) <u>Your Job as Councilman</u> (1965) <u>Guides for Clerks</u> (1966) <u>Iowa Municipal Salaries</u> (1969) <u>Voting in Iowa</u> (1968) <u>Iowa Model Ordinance</u> (1968)</p>
FOR INFORMATION CONTACT	<p>Institute of Public Affairs Division of Extension and University Services University of Iowa</p>

PROGRAM TITLE	SCHOOL ADMINISTRATION TECHNICAL ASSISTANCE
NATURE AND PURPOSE OF PROGRAM	<p>The purpose of the program is to provide local school districts with current education research and information and with survey and study services. Specialists study data and present recommendations involving school space analysis, projection of enrollments related to facilities, and limited school program, administrative organization, and financial analyses.</p>
ELIGIBILITY	<p>School districts associated with the Iowa Center for Research in School Administration receive all reports and project materials of the Center. Individual school surveys or studies are on a contractual basis.</p>
ADMINISTERING AGENCY	Board of Regents
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Administration, University of Iowa
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Iowa Center for Research in School Administration University of Iowa

PROGRAM TITLE	BOARD OF REVIEW
NATURE AND PURPOSE OF PROGRAM	The Department of Revenue serves as a board of review for the equalization of property tax assessments between counties.
ELIGIBILITY	Appeals for equalization of assessment review may be made by all counties.
ADMINISTERING AGENCY	Department of Revenue
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Laws of the Iowa 62nd G.A., Chapter 342.</u> State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Director, Department of Revenue

PROGRAM TITLE	COLLECTION OF DELINQUENT STATE ACCOUNTS
NATURE AND PURPOSE OF PROGRAM	<p>The lien section of the Administrative Services Division of the Department of Revenue works with county governments in collecting delinquent state taxes by placing a lien upon the taxpayer's property and filing a notice of lien with the respective county recorder. Payment may be compelled by the Department when a distress warrant and a plaintiff's order to levy are obtained from district court.</p>
ELIGIBILITY	<p>This service is made available to any authorized individual or organization upon request.</p>
ADMINISTERING AGENCY	<p>Department of Revenue</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Laws of the Iowa 62nd G.A., Chapter 342.</u> State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Administrative Service Division Department of Revenue</p>

PROGRAM TITLE	COLLECTION, RETRIEVAL, PROJECTION AND DISSEMINATION OF INFORMATION
NATURE AND PURPOSE OF PROGRAM	The Department of Revenue maintains a file of tax information and statistics for future use. Returns are kept on file for at least five years (although certain records may be destroyed after three years) and are used to compile statistical reports and make projections to predict future needs, both within communities and statewide.
ELIGIBILITY	The Department of Revenue files are a source of reference information to all officials of local government within the limits of confidentiality.
ADMINISTERING AGENCY	Department of Revenue
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Laws of the Iowa 62nd G.A., Chapter 342.</u> State funds
PRINTED INFORMATION AVAILABLE	Annual <u>Property Tax Report</u> ; quarterly Sales Tax Report; annual reports on individual income tax, corporation income tax, retail sales tax, use tax.
FOR INFORMATION CONTACT	Director, Department of Revenue

PROGRAM TITLE	LOCAL TAX REFUNDS
NATURE AND PURPOSE OF PROGRAM	<p>The Department of Revenue administers sales and use tax refunds made to local governments for certain purchases involved with contracts and relief work.</p> <p>The Department also administers the Military Service Tax Credit Act, whereby local taxing bodies are reimbursed for losses incurred through the exemption of property owned by persons who have been in military service.</p>
ELIGIBILITY	This is a service rendered generally throughout the state.
ADMINISTERING AGENCY	Department of Revenue
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Laws of the Iowa 62nd G.A., Chapter 342.</u></p> <p>State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Director, Department of Revenue

PROGRAM TITLE	SPECIAL REVENUE REPORTS
NATURE AND PURPOSE OF PROGRAM	The Department of Revenue conducts various research projects for local governments within the broad subject of revenue. The Department researches and issues reports to local officials within the limits of available resources.
ELIGIBILITY	This service is made available to local government officials upon request to and approval of the director.
ADMINISTERING AGENCY	Department of Revenue
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Laws of the Iowa 62nd G.A., Chapter 342</u> State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Director, Department of Revenue

PROGRAM TITLE

TAX ASSESSMENT INFORMATION

NATURE AND PURPOSE
OF PROGRAM

The Department of Revenue in conjunction with the Iowa State Association of Assessors conducts annual three-day conferences of an educational and instructional nature for local tax assessors, and has representatives attend the monthly district meetings of local assessors where assessment and property exemption matters are discussed.

ELIGIBILITY

These services are provided for all local assessors.

ADMINISTERING
AGENCY

Department of Revenue

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Laws of the Iowa 62nd G.A., Chapter 342.

State funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Director, Department of Revenue

PROGRAM TITLE	INCORPORATION AND ANNEXATION
NATURE AND PURPOSE OF PROGRAM	<p>The Secretary of State receives and preserves in his office records relating to the incorporation and annexation of cities and towns and to the consolidation or abandonment of municipal corporations. The Secretary of State maintains an alphabetical listing of cities and towns with relevant data.</p>
ELIGIBILITY	<p>Records on file in the Secretary of State's office are open to the public.</p>
ADMINISTERING AGENCY	<p>Secretary of State</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 9</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Secretary of State</p>

PROGRAM TITLE	ADOPTION SERVICES
NATURE AND PURPOSE OF PROGRAM	The Adoption Section circulates information regarding children and families needing adoption services to area offices, who in turn supply said information to the appropriate counties. The adoption specialist participates in training of county personnel whose responsibility is adoption service.
ELIGIBILITY	All county departments of social services and licensed private agencies concerned with adoption.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 600. State and federal funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Supervisor of Adoptions Division of Community Services Bureau of Family and Children's Services Department of Social Services

PROGRAM TITLE	ADULT SOCIAL SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>County adult social service programs assist individuals with mental or physical disabilities or impairments when such individuals are having difficulty making satisfactory provisions for their care. Protective services are also offered to individuals in need of such help. The Division of Adult Social Services offers consultation to counties in the development of resources necessary to implement adult social services programs.</p>
ELIGIBILITY	County departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 234. State and federal funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Division of Adult Social Services Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE	AREA WELFARE SUPERVISION
NATURE AND PURPOSE OF PROGRAM	Regional directors are responsible for surveying and supervising the overall welfare programs among the counties in their area.
ELIGIBILITY	County social service departments.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 234.6. State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Chief Administrator of Field Operations Department of Social Services

PROGRAM TITLE	COMMUNITY FACILITIES AND LICENSING SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Community Facilities and Licensing Section aids county boards of supervisors and county departments of social services in evaluating the services presently being provided by private agencies and determining what services they will need to provide in the future. County juvenile detention facilities are evaluated for approval by the Facilities and Licensing Section. This section is also responsible for licensing all local private child care and placement agencies.</p> <p>Information regarding the establishment of a county or private facility may be obtained upon request.</p>
ELIGIBILITY	Local private care and placement agencies, county departments of social services, and juvenile detention facilities.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 232, 237, and 238.</p> <p>State funds</p>
PRINTED INFORMATION AVAILABLE	<u>Think Twice</u>
FOR INFORMATION CONTACT	<p>Community and Facilities Licensing Section Division of Special Services or Field Service Local Area Office Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE	DAY CARE SERVICES
NATURE AND PURPOSE OF PROGRAM	The day care program provides a substitute home during the day for a child who is absent from the home or whose needs require some form of substitute care. The Bureau of Family and Children's Services is responsible for licensing public and private day care facilities at the local level and also offers consultation to local groups in organizing and operating day care and pre-school facilities.
ELIGIBILITY	Local day care programs at the private or public level operated either for profit or non-profit.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 235 and 237. County and federal funds on a 25:75 ratio
PRINTED INFORMATION AVAILABLE	<u>Minimum Requirements for Nurseries</u>
FOR INFORMATION CONTACT	Day Care Unit Bureau of Family and Children's Services Department of Social Services

PROGRAM TITLE	DIETARY SERVICES CONSULTATIVE ASSISTANCE AND TRAINING
NATURE AND PURPOSE OF PROGRAM	Consultative assistance training is provided to the food services of state, county, and other public and private care institutions. Consultation covers such specific areas as food-processing equipment, dietary standards and cycle menus, food purchasing, and vocational training at the institutions in food services. A training center is maintained at the Woodward State Hospital-School for regular classes of dietary workers from all eligible institutions.
ELIGIBILITY	State and local public and private care institutions.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Division of Institutional Medical Services Bureau of Medical Services Department of Social Services

PROGRAM TITLE

EMERGENCY MANPOWER

NATURE AND PURPOSE
OF PROGRAM

In the event of local emergency such as flood or fire, manpower can be made available from the Iowa Men's Reformatory (Anamosa), the Iowa Men's Penitentiary (Fort Madison), or the Riverview Release Center (Newton). Minimum-security prisoners, or "trustees," can assist in sand-bagging and similar emergency operations.

ELIGIBILITY

Local officials faced with an emergency should contact the warden or superintendent of the nearest penal institution to determine eligibility.

ADMINISTERING
AGENCY

Department of Social Services

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

State funds

PRINTED
INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Warden or Superintendent of nearest men's
penal institution
Bureau of Adult Correction Services
Department of Social Services

PROGRAM TITLE	FAMILY LIFE AND FAMILY PLANNING SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>Educational, referral, and counseling services are available to every Iowa resident in the areas of family life and family planning and such services are administered by the county departments of social services. Payment for medical and contraceptive services is available to recipients of public assistance programs and referral sources are extended to those who do not qualify for direct financial assistance. The state Family Life and Planning Unit offers consultation, supervision, and staff training in the form of workshops to county departments of social services. These services are offered on a regular planned basis and may also be administered upon request.</p>
ELIGIBILITY	Area field staff and county departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>Code of Iowa, Chapter 234.21. Title XIX of Social Security Act.</p> <p>State and federal funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Family Life and Family Planning Specialist Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE	FINANCIAL ASSISTANCE TO NURSING HOMES
NATURE AND PURPOSE OF PROGRAM	<p>Payment is provided to eligible recipients for medical care received at local nursing and custodial homes; the recipient must then reimburse the home for the cost of the medical care received.</p> <p>Payment is also provided to skilled nursing homes for medical services rendered to eligible recipients under the Medicaid Program, payment for which is in the form of vendor payments.</p>
ELIGIBILITY	Local nursing and custodial homes and skilled nursing homes.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	42 U. S. C. 1396 et. seq., title XIX Social Security Act, as amended. State and federal funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Field Services Area Office Bureau of Medical Services Department of Social Services

PROGRAM TITLE	FOSTER CARE
NATURE AND PURPOSE OF PROGRAM	<p>Foster care is a method of substitute care for children who must be placed outside their own home for a period of time. Both private and public child caring agencies provide this service. The state Foster Care Unit is responsible for establishing the policies, rules, and regulations of county and private foster care programs and is the licensing authority for foster homes. Evaluation studies of foster care programs are made periodically, and consultation and staff training are available upon request.</p>
ELIGIBILITY	<p>All local private and public foster care programs and foster care programs in the four state children's institutions.</p>
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 235 and 247. County, state, federal, and private funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Foster Care Specialist Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE	GOVERNORS YOUTH OPPORTUNITY PROGRAM
NATURE AND PURPOSE OF PROGRAM	Local cities, towns, or counties may provide employment and training opportunities to disadvantaged youth between the ages of fourteen and twenty through this program. State Field Operations personnel offer consultation in planning and developing local projects at the community level and provide ongoing supervision of such projects.
ELIGIBILITY	Any city, town, or county interested in developing youth development and training facilities and programs may apply.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 234. Title IVA of Social Security Act. Local, state, and federal funds on a matching basis
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Coordinator of Youth Opportunity Program Field Operations Department of Social Services

PROGRAM TITLE	HOMEMAKER SERVICES
NATURE AND PURPOSE OF PROGRAM	Homemaker services are provided by local public and private homemaker agencies and are extended to parents and children in the family setting. Services include substitute care for children, relief for over-burdened mothers, medical care, and care for the elderly, blind, disabled, or chronically ill family member. The Homemaker Services Unit provides training, supervision, and consultation to local homemaker agencies upon request.
ELIGIBILITY	All local public and private homemaker agencies.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Social Security Act of 1950, Title XIV as amended. Federal and local funds on a 75:25 ratio
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Homemaker Services Unit Bureau of Family and Children's Services Department of Social Services

PROGRAM TITLE	INCOME MAINTENANCE
NATURE AND PURPOSE OF PROGRAM	<p>Counties accept applications for, determine the eligibility of, and compute the amount of money entitled to recipients of Old Age Assistance, Aid to the Blind, Aid to Dependent Children, Aid to the Disabled, and Medical Services. The state is then responsible for paying eligible recipients, and the Division of Income Maintenance handles all accounting for such payments. Policies and procedures governing the administration of county social service departments are developed by the Division of Income Maintenance.</p>
ELIGIBILITY	County departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 234, 239, 241, 241A, 249, and 249A.</p> <p>County, state, and federal on a matching basis according to the program</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Division of Income Maintenance Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE	INSPECTION OF LOCAL INSTITUTIONS FOR THE MENTALLY ILL
NATURE AND PURPOSE OF PROGRAM	To assure adequate care for mentally ill persons in all county and private institutions, at least three inspections are made each year. Two of these inspections examine the total facility and program and make recommendations for improvements. The third consists of an examination of each mental patient by a competent psychiatrist, to determine the adequacy of treatment being provided and recommend new treatment.
ELIGIBILITY	All public and private institutions receiving and caring for mentally ill persons.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapters 218.76(5) and 227.2. State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Bureau of Mental Health Services Department of Social Services

PROGRAM TITLE	INTERSTATE COMPACT ON JUVENILES
NATURE AND PURPOSE OF PROGRAM	This program enables juveniles on parole or probation who have been declared delinquent to be transferred to another state. County departments of social services having a delinquent child on placement who wish to place this child in another state may contact the Interstate Compact Office for request of such placement. Forms for placing delinquent children out of state are available upon request.
ELIGIBILITY	County probation officers and departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 231.14. State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Deputy Administrator Interstate Compacts Bureau of Family and Children's Services Department of Social Services

PROGRAM TITLE	INTERSTATE COMPACT ON PLACEMENT OF CHILDREN
NATURE AND PURPOSE OF PROGRAM	Dependent-neglected children who are Iowa residents are eligible for transfer to eleven other states through the interstate compact agreement. County departments of social services having a dependent-neglected child on placement may place the child in another participating state by contacting the Interstate Compact Office for request of such placement.
ELIGIBILITY	County departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 231.14. State funds.
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Deputy Administrator Interstate Compacts Bureau of Family and Children's Services Department of Social Services

PROGRAM TITLE	JAIL INSPECTION, STANDARDS ENFORCEMENT, AND TECHNICAL ASSISTANCE
NATURE AND PURPOSE OF PROGRAM	All local jail facilities are inspected annually to insure that secure, humane, and rehabilitative detention is being provided. Local jails which fail to meet state standards must be improved or else alternative detention facilities provided. Technical assistance is available to counties and municipalities seeking to improve or replace their jail programs.
ELIGIBILITY	All local jails are subject to inspection.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 356.37 - 356.44. <u>Laws of the 62nd General Assembly</u> , Chapter 305. State general funds
PRINTED INFORMATION AVAILABLE	<u>Jail Inspector's Manual</u>
FOR INFORMATION CONTACT	State Jail Inspector Bureau of Adult Corrections Department of Social Services

PROGRAM TITLE	JUVENILE COURT SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The State Juvenile Court Unit assists county and municipal juvenile courts by keeping on file records of dependent, neglected, and delinquent juveniles. These records and statistics are furnished on request to juvenile courts in order to aid them in making decisions. Consultative assistance is also provided to juvenile courts through a juvenile court consultant who works with county probation staff and judges. Coordination is also provided by the Juvenile Court Consultant.</p>
ELIGIBILITY	County and municipal juvenile courts.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 235.2(8) and 235.3(6). State funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Field Services Area Office or Juvenile Court Consultant Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE

MEDICAL ASSISTANCE

NATURE AND PURPOSE
OF PROGRAM

Besides offering medical aid to the needy under the Medicaid Program, the state regional staff directs county welfare departments as to rules and policies for carrying out medical assistance to the indigent. The Bureau of Medical Services sends out literature to county social service departments in the form of circulars and informational letters on departmental policy for following medical assistance.

ELIGIBILITY

County departments of social services.

ADMINISTERING
AGENCY

Department of Social Services

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

42 U. S. C. 1396 et seq., title XIX Social Security Act, as amended.

State and federal funds on a matching formula

PRINTED
INFORMATION
AVAILABLE

Manual for Public Assistance
circular and informational letters

FOR INFORMATION
CONTACT

Field Services Area Office
Bureau of Medical Services
Department of Social Services

PROGRAM TITLE	MENTAL CARE PAYMENTS FOR COUNTY SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>State payments, at the rate of five dollars per patient per week, are made to counties for each patient transferred from a state hospital for the mentally ill, or committed to a county home by the county commission on hospitalization, or any mentally retarded adult patient discharged or removed from the state hospital-schools and cared for and supported by the county. (Payments may run lower, on a pro-rated basis, if state funds fall short of demand.) Counties are thus encouraged to care for their patients outside of state institutions and to further develop their own treatment programs.</p>
ELIGIBILITY	Counties.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 227.16 - 227.17. State Mental Aid Fund</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>County Affairs Officer Bureau of Mental Health Services Department of Social Services</p>

PROGRAM TITLE	MENTAL HEALTH INSTITUTIONAL SERVICES
NATURE AND PURPOSE OF PROGRAM	When a county is unable itself to provide adequate services to mentally ill residents, and when the individual himself cannot obtain private care, the state mental health institutes will provide institutional care and treatment services. The costs of providing such services are distributed back to the counties on a pro rata basis.
ELIGIBILITY	All counties.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 230.1. County funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Bureau of Mental Health Services Department of Social Services

PROGRAM TITLE	MENTAL HEALTH TECHNICAL CONSULTATION SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>In order to encourage programs of care and treatment of the mentally ill in their own home communities the Bureau of Mental Health Services provides consultative assistance to local groups in such areas as management and preventative techniques for patients, answering requests on specific cases, and developing local programs and services.</p>
ELIGIBILITY	All local agencies and organizations interested in mental health.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Bureau of Mental Health Services Department of Social Services

PROGRAM TITLE

MENTAL RETARDATION CASE INFORMATION EXCHANGE

NATURE AND PURPOSE OF PROGRAM

The Interagency Case Information Service is a computerized information system providing data on mentally retarded individuals to participating agencies for the purposes of (1) avoiding unnecessarily duplicating evaluations, (2) insuring coordination as a client goes from one agency to another, (3) preventing delays in treatment by providing past case information immediately, and (4) providing a data pool for needed research in mental retardation. The current files contain individual characteristics, history of services received, and present status for about 22,000 individuals.

ELIGIBILITY

County social service departments, local health departments, school systems, and other agencies working with the mentally retarded.

ADMINISTERING AGENCY

Department of Social Services

AUTHORIZING LEGISLATION; SOURCES OF FUNDS

Acts of the Regular Session of the 62nd General Assembly, Chapter 198.

State and federal funds

PRINTED INFORMATION AVAILABLE

Iowa Interagency Case Information Service

FOR INFORMATION CONTACT

Interagency Case Information Service
Bureau of Mental Retardation Services
Department of Social Services

PROGRAM TITLE	MENTAL RETARDATION INSTITUTIONAL SERVICES
NATURE AND PURPOSE OF PROGRAM	When a county is itself unable to provide adequate services to mentally retarded residents, and when the individual himself cannot obtain private care, the state hospital schools will provide institutional care and treatment services. The costs of providing such services are distributed back to the counties of residence on a pro rata basis.
ELIGIBILITY	All counties.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 222. County funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Mental Retardation Specialist Bureau of Mental Retardation Services Department of Social Services

PROGRAM TITLE	MENTAL RETARDATION TECHNICAL CONSULTATION SERVICES
NATURE AND PURPOSE OF PROGRAM	In order to encourage programs of care and treatment of the mentally retarded in their own home communities, the Bureau of Mental Retardation Services provides consultative assistance to local groups in such technical areas as diagnosis and evaluation, special education, medical and special therapies, research, staff training, organization, and financing.
ELIGIBILITY	All local groups treating, or interested in treating, the mentally retarded.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Code of Iowa, Chapter 222. State and federal funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Mental Retardation Specialist Bureau of Mental Retardation Services Department of Social Services

PROGRAM TITLE	PERSONNEL SERVICES
NATURE AND PURPOSE OF PROGRAM	The Division of Personnel provides assistance to county departments of social services in resolving personnel problems, rejection of probationary employees, disciplinary actions, and recruitment of employees. Area supervisors also furnish information on Merit System rules and qualification standards.
ELIGIBILITY	County boards of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Office of Administrative Services Division of Personnel Department of Social Services

PROGRAM TITLE

PRISON INDUSTRY PRODUCTS AND SERVICES

NATURE AND PURPOSE
OF PROGRAM

Iowa Prison Industries provides a variety of products and services which are available to local governments at a low cost. Current products available include office furniture, metal shelving, brooms and brushes, soap, recapped tires, and book-binding services. By law, all tax-supported bodies must purchase such items from Prison Industries if available, rather than from private sources.

ELIGIBILITY

All tax-supported organizations shall purchase the products and services of Iowa Prison Industries.

ADMINISTERING
AGENCY

Department of Social Services

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 246.

State revolving fund

PRINTED
INFORMATION
AVAILABLE

Furniture Catalogue (price list)

FOR INFORMATION
CONTACT

Iowa Prison Industries
Bureau of Adult Corrections
Department of Social Services

PROGRAM TITLE	PROTECTIVE SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>County departments of social services are responsible for providing protection for children who are found to be dependent, neglected, or abused (or delinquent in one of these categories). Protective services are offered in the form of adoptions, foster homes, day care, and services to unwed mothers. The Protective Services Unit provides consultation and training to county and area staff to help with implementation of state services at the local level and writes manual material relating to this area of responsibility.</p>
ELIGIBILITY	All local departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapters 234, 238, and 240.</p> <p>Federal, state, and county funds</p>
PRINTED INFORMATION AVAILABLE	Pamphlets on protective services are available in every county and area office.
FOR INFORMATION CONTACT	<p>Protective Services Unit Division of Community Services Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE	SOCIAL SERVICES DATA
NATURE AND PURPOSE OF PROGRAM	<p>The Office of Administrative Services provides information on social services available to adults and children. This information is published semi-annually and is available to local governments upon request.</p> <p>The Office of Research and Planning compiles an annual report on programs and institutions under the Department of Social Services called the <u>Annual Report</u> and also publishes a supplemental <u>Statistical Report</u> showing statistical trends in the area of social service. These reports are available to local governments and libraries upon request.</p>
ELIGIBILITY	All local governments and libraries upon request.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Social Security Act, Title I, Section 2(6). <u>Code of Iowa</u> , Chapters 234.6, 235.3, and 235.6. State and federal funds
PRINTED INFORMATION AVAILABLE	<u>Annual Report</u> <u>Statistical Report</u> <u>Interim Report on Social Services Provided to Families and Children</u> <u>Status of Social Studies in Adult Public Assistance Programs</u>
FOR INFORMATION CONTACT	Office of Administrative Services Division of Statistics Department of Social Services

PROGRAM TITLE	SOCIAL SERVICES EDUCATION AND IN-SERVICE TRAINING
NATURE AND PURPOSE OF PROGRAM	<p>To help provide county and state social services agencies and institutions with trained personnel, a variety of staff development and training services are available to present and potential employees of such agencies. These services include a two-week course for new workers, and specialized, supervisory and administrative training for more experienced workers and supervisors. Employees of demonstrated ability may receive an educational leave salary, through which the student receives monthly payments while in school; the student must agree to work one calendar year for each academic year on educational leave. Summer internships are also available for qualified students.</p>
ELIGIBILITY	Employees of state and county social services agencies and institutions.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	State and federal funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	<p>Office of Administrative Services Division of Staff Development and Training Department of Social Services</p>

PROGRAM TITLE

SOCIAL SERVICES LITERATURE

NATURE AND PURPOSE
OF PROGRAM

The Office of Public Information disseminates literature to local governments and the public regarding services available from the Department of Social Services. This literature is published in the form of pamphlets, news releases, and annual reports. Specific questions on state social services are answered upon request.

The Department of Social Services Library is available for use and sends out a yearly list of current books on services offered by that department.

ELIGIBILITY

All local governments and interested individuals or groups.

ADMINISTERING
AGENCY

Department of Social Services

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Laws of the Sixty-Second General Assembly, Chapter 209.18.

State funds

PRINTED
INFORMATION
AVAILABLE

Serving Iowa's People (monthly newsletter)
Public Assistance Program Guides

FOR INFORMATION
CONTACT

Office of Public Information
Department of Social Services

PROGRAM TITLE	SOCIAL SERVICES QUALITY CONTROL
NATURE AND PURPOSE OF PROGRAM	Quality Control is entrusted with the ongoing responsibility of reviewing individual case action within counties regarding eligibility, amount of assistance, or rejection. Random sampling of individuals on a state-wide basis is used to check quality performance of county social workers. A written report is then sent to the county which informs them of errors they have made in determining eligibility, amount of assistance, or rejection.
ELIGIBILITY	All county departments of social services.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Laws of the Sixty-Second General Assembly, Chapter 209.19. Code of Iowa, Chapter 234.6. State and federal funds
PRINTED INFORMATION AVAILABLE	Quality Control Individual Reports sent to county at the completion of a study.
FOR INFORMATION CONTACT	Office of Administrative Services Administrative Studies Section Department of Social Services

PROGRAM TITLE	TRAINING OF LOCAL CORRECTIONS PERSONNEL
NATURE AND PURPOSE OF PROGRAM	Short term training is provided to local jailors, probation officers, and other correctional personnel to assist them in performing their duties and to better coordinate their efforts with those of the state correctional institutions and parole staff. Training sessions operate almost continually at Iowa Men's Penitentiary (Ft. Madison) and Iowa Men's Reformatory (Anamosa).
ELIGIBILITY	Local personnel interested in training should inquire as to openings and eligibility requirements.
ADMINISTERING AGENCY	Department of Social Services
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 356. State funds
PRINTED INFORMATION AVAILABLE	<u>Jail Inspector's Manual</u>
FOR INFORMATION CONTACT	Director of Personnel Iowa Men's Penitentiary or Iowa Men's Reformatory

PROGRAM TITLE	WIN (Work Incentive Program) SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>This program provides an opportunity for certain members of Aid to Dependent Children families, 16 and over, to be placed in paid employment immediately or to secure the necessary services to prepare them to get and hold jobs in order to become self-supporting or capable of supporting their families. The program is the joint responsibility of the Iowa Department of Social Services and the Iowa Employment Security Commission. Coordinated program services include assessment, child care, supportive services, counseling services, and training and educational services necessary to meet individual needs for meaningful employment. These services are presently offered to nineteen Iowa counties.</p>
ELIGIBILITY	Eligibility is determined by CAMPS planning and funds available.
ADMINISTERING AGENCY	<p>Department of Social Services and Iowa Employment Security Commission</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p>42 U.S.C. 601 et. seq., Social Security Act, Title IV, Part A. State and federal funds</p>
PRINTED INFORMATION AVAILABLE	Aid to Dependent Children pamphlet
FOR INFORMATION CONTACT	<p>WIN Unit Bureau of Family and Children's Services Department of Social Services</p>

PROGRAM TITLE

WORK RELEASE OF INMATES

NATURE AND PURPOSE
OF PROGRAM

Inmates sentenced to a state correction institution may obtain release from confinement for the purpose of working at gainful employment. If the county or city social services department is helping to pay for support of his dependents, the state requires that an amount be deducted from his earnings to be paid to the local welfare department for such support.

ELIGIBILITY

Inmates of state correction institutions.

ADMINISTERING
AGENCY

Department of Social Services

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Laws of the 62nd General Assembly, Chapter 220.

State general funds

PRINTED
INFORMATION
AVAILABLE

A Comprehensive Report on the Work Release Program

FOR INFORMATION
CONTACT

Department of Social Services

PROGRAM TITLE	SOIL CONSERVATION
NATURE AND PURPOSE OF PROGRAM	<p>Assistance in soil and water conservation is furnished through local soil conservation districts. Technical assistance of the U.S. Soil Conservation Service and the State Soil Conservation Committee in soil and water conservation, watershed management, natural resource development, recreational planning, flood prevention, pollution prevention, drainage, and soils problems is available through districts. Modern up-to-date soil surveys have been completed in several counties throughout the state; work is presently in process of being completed in other counties. The basic data from soil surveys is available to cities, towns, county governments, planning groups and other agencies concerned with land use, tax assessments, and other purposes. The Public Law 566 Watershed Program is designed to assist cities, towns, and county governments, and they may act as legal sponsors for watershed projects and benefit from technical assistance offered through soil conservation districts on drainage and land use problems.</p>
ELIGIBILITY	<p>All towns, cities, and counties are eligible for soil and water conservation assistance on a consultative basis from soil conservation districts.</p>
ADMINISTERING AGENCY	State Soil Conservation Committee
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 467A; P.L. 83-566. State and federal funds</p>
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	State Soil Conservation Committee

PROGRAM TITLE	LIBRARY EXTENSION SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The Traveling Library provides assistance in building cooperative arrangements between libraries and encouraging stronger library programs. The program provides consultative services to library boards and local government in planning, location, construction, and organization of libraries. Community agencies, both public and private, are made aware of the library's place in the community and the contribution it may make to their programs. Ten cooperative center field areas of the Iowa State Traveling Library implement the extension services.</p>
ELIGIBILITY	<p>Library boards, local governments, and community agencies are eligible upon request.</p>
ADMINISTERING AGENCY	<p>Iowa State Traveling Library</p>
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 303; Federal Library Services Act of 1964, P.L. 89-511.</p> <p>Federal and local funds</p>
PRINTED INFORMATION AVAILABLE	<p><u>Iowa Library Quarterly</u> <u>Distinctive Functions of School and Public Libraries</u></p>
FOR INFORMATION CONTACT	<p>Iowa State Traveling Library</p>

PROGRAM TITLE	LIBRARY REFERENCE AND CIRCULATION SERVICES
NATURE AND PURPOSE OF PROGRAM	<p>The service provides reference and bibliographic access to the citizens of Iowa. Books, periodicals, films, recordings, and specialized materials on the State of Iowa, etc. are circulated on a loan basis to government officials, public and state institutional libraries, communities without public library facilities, and professional specialists. The Inter-library Loan Service provides for exchange on a loan basis of library materials within and outside the State of Iowa.</p>
ELIGIBILITY	<p>The service is available upon request to: state officials and employees; public, college, special, and other libraries; nonprofit service-oriented organizations; communities without public library facilities; professional specialists; and, in a broad sense, all the citizens of Iowa.</p>
ADMINISTERING AGENCY	Iowa State Traveling Library
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 303; Federal Library Services and Construction Act of 1964, P.L. 89-511.</p> <p>Federal, state, and local funds</p>
PRINTED INFORMATION AVAILABLE	<u>Iowa Library Quarterly</u>
FOR INFORMATION CONTACT	<p>Reference and Circulation Department Iowa State Traveling Library</p>

PROGRAM TITLE	APPROVAL OF PUBLIC FUND DEPOSITORIES
NATURE AND PURPOSE OF PROGRAM	The Treasurer's Office must approve all Iowa banks as depositories for public funds at all levels of local and state government and approve the maximum dollar amounts that may be deposited in any one bank.
ELIGIBILITY	This is a service performed for all public bodies within the State.
ADMINISTERING AGENCY	State Treasurer
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Code of Iowa, Chapter 453.3. All public funds
PRINTED INFORMATION AVAILABLE	Deposit resolution forms required are available from State Treasurer's Office
FOR INFORMATION CONTACT	Office of State Treasurer

PROGRAM TITLE	DISTRIBUTION OF FUNDS TO SCHOOLS
NATURE AND PURPOSE OF PROGRAM	The Treasurer distributes state funds from the school tax equalization fund to local school districts.
ELIGIBILITY	State aid of this type is made available to school districts generally.
ADMINISTERING AGENCY	State Treasurer
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	Iowa 62nd G.A., Chapter 356. State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Office of State Treasurer

PROGRAM TITLE

DISTRIBUTION OF LIQUOR SALES RECEIPTS

NATURE AND PURPOSE
OF PROGRAM

Twice a year, the Treasurer distributes 10% of the gross sales receipts from state liquor sales to Iowa municipalities. This distribution is made according to the population figures of the federal census.

ELIGIBILITY

This service is rendered generally to cities and towns throughout the state.

ADMINISTERING
AGENCY

State Treasurer

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 12, 123.

State funds

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INFORMATION
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Biennial Report of the Treasurer

FOR INFORMATION
CONTACT

Office of State Treasurer

PROGRAM TITLE	DISTRIBUTION OF ROAD USE TAX FUNDS
NATURE AND PURPOSE OF PROGRAM	<p>The receipts from the state road use tax are distributed monthly by the Treasurer to counties, cities, towns, and the State Highway Commission. This is done on the following basis, established by the Legislature.</p> <ol style="list-style-type: none"> 1) 47% for primary roads 2) 29% for secondary roads 3) 15% for municipal streets and roads 4) 9% for farm-to-market roads
ELIGIBILITY	This is a service performed for all local governments in the state.
ADMINISTERING AGENCY	State Treasurer
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<p><u>Code of Iowa</u>, Chapter 12; and Chapter 312 of <u>Code</u> as amended by Chapter 213, <u>Laws of the 63rd G. A., First Session.</u></p> <p>State funds</p>
PRINTED INFORMATION AVAILABLE	Biennial Report of the Treasurer
FOR INFORMATION CONTACT	Office of State Treasurer

PROGRAM TITLE

PROTECTION OF PUBLIC FUNDS

NATURE AND PURPOSE
OF PROGRAM

The Treasurer's Office serves as custodian of the State Sinking Fund for recovery of losses, in the event of a change of ownership or change of financial status, and assessment against such depositories to recover losses of public funds.

ELIGIBILITY

All public bodies with funds deposited in Iowa banks.

ADMINISTERING
AGENCY

State Treasurer

AUTHORIZING
LEGISLATION;
SOURCES OF FUNDS

Code of Iowa, Chapter 454.

Assessment as necessary

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INFORMATION
AVAILABLE

FOR INFORMATION
CONTACT

Office of State Treasurer

PROGRAM TITLE	TREASURER INFORMATION
NATURE AND PURPOSE OF PROGRAM	The Office of the Treasurer serves as a storehouse of information which is available to local governmental officials in dealing with technical matters concerning the Treasurer function.
ELIGIBILITY	Oral and written reports are available on request.
ADMINISTERING AGENCY	State Treasurer
AUTHORIZING LEGISLATION; SOURCES OF FUNDS	<u>Code of Iowa</u> , Chapter 12. State funds
PRINTED INFORMATION AVAILABLE	
FOR INFORMATION CONTACT	Office of State Treasurer

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AGENCY ADDRESS DIRECTORY

IOWA AERONAUTICS COMMISSION Agency Office 285-1551	Municipal Airport Des Moines, Iowa 50315
COMMISSION ON THE AGING Agency Office 281-5189	Capitol Building Des Moines, Iowa 50319
DEPARTMENT OF AGRICULTURE Office 281-5321	Capitol Building Des Moines, Iowa 50319
STATE APPEAL BOARD Office 281-5512	Capitol Building Des Moines, Iowa 50319
STATE ARCHEOLOGIST Office (319) 353-5175	129 South Capitol Street Iowa City, Iowa 52240
IOWA STATE ARTS COUNCIL Office 281-5297	Exec. Hills No. 305 Des Moines, Iowa 50319
ATTORNEY GENERAL Office 281-5164	Capitol Building Des Moines, Iowa 50319
STATE AUDITOR Office 281-5834	Capitol Building Des Moines, Iowa 50319
BANKING DEPARTMENT Agency Office 281-3014	607 Locust Des Moines, Iowa 50309
COMMISSION FOR THE BLIND Agency Office 283-3014	4th and Keosauqua Des Moines, Iowa 50309
IOWA CIVIL RIGHTS COMMISSION Agency Office 281-5129	1223 East Court Avenue Des Moines, Iowa 50316

STATE COMPTROLLER

Office
281-5511

State Capitol
Des Moines, Iowa 50319

STATE CONSERVATION COMMISSION

Agency Office
281-5384

Valley Bank & Trust Company
4th and Walnut
Des Moines, Iowa 50309

IOWA CRIME COMMISSION

Agency Office
281-3241

520 E. 9th
Des Moines, Iowa 50316

IOWA DEVELOPMENT COMMISSION

Agency Office
282-0231

250 Jewett Building
Des Moines, Iowa 50309

IOWA EDUCATIONAL RADIO AND TV FACILITY BOARD

Office
281-3166

P. O. Box 1758
Des Moines, Iowa 50306

OFFICE OF ECONOMIC OPPORTUNITY/MANPOWER DEVELOPMENT COUNCIL

Agency Office
281-5965

Valley Bank & Trust Company
4th and Walnut
Des Moines, Iowa 50309

GOVERNOR'S COMMITTEE ON EMPLOYMENT OF THE HANDICAPPED

Agency Office
281-5969

Executive Hills, Suite 101
1223 East Court
Des Moines, Iowa 50316

IOWA EMPLOYMENT SECURITY COMMISSION

Agency Office
281-5387

1000 East Grand Avenue
Des Moines, Iowa 50316

Field Offices

701 - 1st Avenue
Council Bluffs, Iowa 51501

105 West Van Buren
Centerville, Iowa 52544

150 Des Moines Street
Des Moines, Iowa 50309

617 Beck Street
Charles City, Iowa 50616

375 Main Street
Dubuque, Iowa 52001

232 - 4th Avenue S.
Clinton, Iowa 53732

IOWA EMPLOYMENT SECURITY COMMISSION (Continued)

Field Offices

126 North 10th
Fort Dodge, Iowa 50501

206 North Elm Street
Creston, Iowa 50801

202 First Street, NW
Mason City, Iowa 50401

213 East Water Street
Decorah, Iowa 52101

119 North Washington
Ottumwa, Iowa 52501

605 - 9th Street
Fort Madison, Iowa 52527

509-11 Douglas
Sioux City, Iowa 51101

1011 Main Street
Keokuk, Iowa 52632

527 East 5th Street
Waterloo, Iowa 50705

401 East Main
Marshalltown, Iowa 50150

213 Lincolnway
Ames, Iowa 50010

515 Cedar Street
Muscatine, Iowa 52761

1218 Willis Avenue
Perry, Iowa 50220

112 West 6th Street
Spencer, Iowa 51301

408 West Howell
Shenandoah, Iowa 51601

630 Geneseo
Storm Lake, Iowa 50588

903 Wilson Avenue
Webster City, Iowa 50595

12 West 4th Street
Atlantic, Iowa 50022

605 Greene Street
Boone, Iowa 50036

200 First Street
Newton, Iowa 50208

510 Clark
Carroll, Iowa 51401

City Library
Oelwein, Iowa 50662

231 - 1st Avenue E.
Oskaloosa, Iowa 52577

IOWA STATE FAIR BOARD

Agency Office
262-3111

East 30th and Grand
Des Moines, Iowa 50317

IOWA GEOLOGICAL SURVEY

Agency Office
(319) 338-1173

Geological Survey Building
Iowa City, Iowa 52240

DEPARTMENT OF HEALTH

Agency Office
281-5605

Robert Lucas Building
Third Floor
Des Moines, Iowa 50319

Field Offices

Regional Health Service #1
Box 70
Manchester, Iowa 52057

Regional Health Service #4
35 North Main Street
Council Bluffs, Iowa 51501

Regional Health Service #2A
1104 First Avenue N.
Fort Dodge, Iowa 50501

Regional Health Service #5
307 East 7th Street
Des Moines, Iowa 50309

Regional Health Service #2B
1450 N. Federal Avenue
Mason City, Iowa 50401

Regional Health Service #6
Box 149
Washington, Iowa 52353

Regional Health Service #3
City Hall
Spencer, Iowa 51301

HIGHER EDUCATION FACILITIES COMMISSION

Agency Office
243-0569

1300 Des Moines Building
Des Moines, Iowa 50309

IOWA STATE HIGHWAY COMMISSION

Agency Office
232-7250

Ames, Iowa 50010

Field Offices

District 1 Office
923 - 2nd Street
Ames, Iowa 50010

RCE Office
229 1/2 South Main
Maquoketa, Iowa 52060

District 2 Office
*RME and RCE Offices
1420 - 4th Street
Mason City, Iowa 50402

RCE Office
114 North Franklin
Manchester, Iowa 52057

District 3 Office and
RME Office
2800 East Gordon Drive
Sioux City, Iowa 51103

RCE and RME Offices
2930 North Court Road
Ottumwa, Iowa 52501

*Resident Maintenance Engineer and Resident Construction
Engineer Offices

IOWA STATE HIGHWAY COMMISSION (Continued)

Field Offices

District 4 Office *RCE and RME Office U.S. #6 East Atlantic, Iowa 50022	RCE Office Denver Building Chariton, Iowa 50049
District 5 Office and RCE Office U.S. #34 Fairfield, Iowa 52556	RCE Office North 10th Street Denison, Iowa 51442
RCE Office 5205 NE 14th Street Marquisville, Iowa 50313	RCE Office North Pine Street Jefferson, Iowa 50129
RCE and RME Offices Iowa #150 Davenport, Iowa 52805	RME Office Iowa #192 Council Bluffs, Iowa 51504
RCE and RME Offices 2920 Falls Avenue Waterloo, Iowa 50705	RCE Office 710 South 3rd Avenue Marshalltown, Iowa 50158
RME Office 530 Locust Dubuque, Iowa 52001	RCE Office Merle Hay Road Johnston, Iowa 50131
RCE Office 206 Coolbaugh Red Oak, Iowa 51566	RME and RCE Offices U.S. #30 East Ames, Iowa 50010
RCE Office East U.S. #34 Creston, Iowa 50801	RME Office Iowa #169 Fort Dodge, Iowa 50501
RCE Office 1000 South Main Council Bluffs, Iowa 51501	RME Office U.S. #75 Rock Rapids, Iowa 51246
RCE Office 1925 - 2nd Avenue Council Bluffs, Iowa 51501	RME Office 620 1/2 Lake Avenue Storm Lake, Iowa 50588
RME Office U.S. #59 Denison, Iowa 51442	RME Office 103 Railroad Street Decorah, Iowa 52101

*Resident Maintenance Engineer and Resident Construction
Engineer Offices

IOWA STATE HIGHWAY COMMISSION (Continued)

Field Offices

*Rce Office

1201 Plymouth Street
Sioux City, Iowa 51103

RME Office

East Van Buren Avenue
Centerville, Iowa 52544

RCE Office

805 East Spring
New Hampton, Iowa 50659

RME Office

1st Street
Fairfield, Iowa 52556

RCE Office

80 - 1st NW
Britt, Iowa 50423

RME Office

Mulberry Street
Creston, Iowa 50801

RCE Office

107 Railroad Street
Decorah, Iowa 52101

RME Office

105 East Nishna Road
Shenandoah, Iowa 51601

RME Office

Iowa #3
Clarion, Iowa 50525

RME Office

Iowa #146
Grinnell, Iowa 50112

RME Office

Main Street
Forest City, Iowa 50436

RCE Office

427 South 2nd
Cherokee, Iowa 51012

RME Office

124 East Holcomb Avenue
Des Moines, Iowa 50313

DEPARTMENT OF HISTORY AND ARCHIVES

Agency Office
281-5113

Historical Building
East 12th and Grand
Des Moines, Iowa 50319

IOWA STATE HYGIENIC LABORATORY

Agency Office
(319) 353-5990

University of Iowa
Iowa City, Iowa 52240

INSURANCE DEPARTMENT

Office
281-5705

Lucas State Office Building
Des Moines, Iowa 50319

BUREAU OF LABOR

Agency Office
281-3447

East 7th and Court
Des Moines, Iowa 50309

*Resident Maintenance Engineer and Resident Construction
Engineer Offices

IOWA STATE LAW LIBRARY	Agency Office 281-5124	Capitol Building, Second Floor Des Moines, Iowa 50319
IOWA STATE MEDICAL LIBRARY	Agency Office 281-5772	Historical Building, Second Floor East 12th and Grand Des Moines, Iowa 50319
MERIT EMPLOYMENT COMMISSION	Agency Office 281-3351	Grimes State Office Building Des Moines, Iowa 50319
IOWA NATURAL RESOURCES COUNCIL	Agency Office 281-5914	Grimes State Office Building Des Moines, Iowa 50319
OFFICE FOR PLANNING AND PROGRAMMING	Agency Office 281-5974	Capitol Building, Ground Floor Des Moines, Iowa 50319
DEPARTMENT OF PUBLIC DEFENSE	Agency Office 278-9011	Military Division Camp Dodge, Iowa
	281-3231	Civil Defense Division Robert Lucas Building Sub-Basement Des Moines, Iowa 50319
DEPARTMENT OF PUBLIC INSTRUCTION	Agency Office 281-3191	Grimes State Office Building Des Moines, Iowa 50319
	281-3356	Division of Rehabilitation Services 801 Bankers Trust Building Des Moines, Iowa 50309
Field Offices (Division of Rehabilitation Education and Services)	Cedar Rapids District Office 400 Mullin Building Cedar Rapids, Iowa 52401	Fort Dodge District Office Wil-Co Building 1911 First Avenue N Fort Dodge, Iowa 50501

DEPARTMENT OF PUBLIC INSTRUCTION (Continued)

Field Offices

Council Bluffs District
Office
24 South 7th Street
Council Bluffs, Iowa 51501

Ottumwa District Office
Industrial Airport
Ottumwa, Iowa 52501

Davenport District Office
405 Putnam Building
Davenport, Iowa 52801

Sioux City District Office
425 Badgerow Building
Sioux City, Iowa 52501

Des Moines District Office
305 Plymouth Building
917 Walnut
Des Moines, Iowa 50309

Waterloo District Office
Community Services Building
1028 Headford
Waterloo, Iowa 50701

DEPARTMENT OF PUBLIC SAFETY

Agency Office
281-5261

Robert Lucas Building
Des Moines, Iowa 50319

Field Offices

District Highway Patrol Office
Des Moines, Iowa 50313
Osceola, Iowa 50213
Atlantic, Iowa 50022
Denison, Iowa 51442
Cedar Falls, Iowa 50613
Cedar Rapids, Iowa 52401
Mount Pleasant, Iowa 52641

Cherokee, Iowa 51012
Spencer, Iowa 51301
Fort Dodge, Iowa 50501
Mason City, Iowa 50401
Oelwein, Iowa 50662
DeWitt, Iowa 52742
Ottumwa, Iowa 52501

STATE BOARD OF REGENTS

Agency Office
281-5131

Grimes State Office Building
Des Moines, Iowa 50319

DEPARTMENT OF REVENUE

Agency Office
281-3204

Lucas State Office Building
Des Moines, Iowa 50319

SECRETARY OF STATE

Agency Office
281-5864

Capitol Building
Des Moines, Iowa 50319

DEPARTMENT OF SOCIAL SERVICES

Agency Office
281-5452

Robert Lucas Building
Des Moines, Iowa 50319

Field Offices

County Boards of Social Welfare and County
Boards of Supervisors

STATE SOIL CONSERVATION COMMITTEE

Agency Office
281-5851

Grimes State Office Building
Des Moines, Iowa 50319

IOWA STATE TRAVELING LIBRARY

Agency Office
281-5237

East 12th and Grand
Des Moines, Iowa 50319

STATE TREASURER

Office
281-5366

State Capitol Building
Des Moines, Iowa 50319

