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## 315.38

### Advances

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**Permanent advance**

The state WIC office has provided a permanent advance equal to approximately six weeks of expenditures. This advance is retained by the agency as long as the Department has a contract with the agency. The Agency will return the advance when the Agency ceases to be a WIC contractor. Agencies may elect to return their advance at any time. Permanent advances will not be made for new WIC agencies or existing agencies who do not already have one.

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**Interest on a permanent advance**

The advance is to be deposited into an interest-bearing account. Up to \$250 of interest per fiscal year may be retained by the agency for administrative expenses. Contractors are required to upload to the quarterly "Interest" reports to IowaGrants.gov even if no interest is remitted. If interest is being remitted, a check made payable to the Iowa Department of Public Health must be sent.

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**Temporary advance**

In the event the contractor lacks sufficient working capital to provide the services of the contract, an advance not to exceed one-twelfth (1/12) of the contractual amount may be provided by the Department. One-third (1/3) of this advance will be deducted from eligible reimbursement of expenses for the 7<sup>th</sup>, 8<sup>th</sup>, and 9<sup>th</sup> months of service.

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**Notice of compliance with CMIA**

The State of Iowa, the Iowa WIC Program state office, and each of the contract agencies must adhere to all terms, stipulations, and requirements of the Cash Management Improvement Act (CMIA).

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**Contact**

Contractors should send the check to:  
WIC Program Planner  
Iowa Department of Public Health  
Bureau of Nutrition and Health Promotion  
321 East 12<sup>th</sup> Street  
Des Moines, Iowa 50319-0075

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