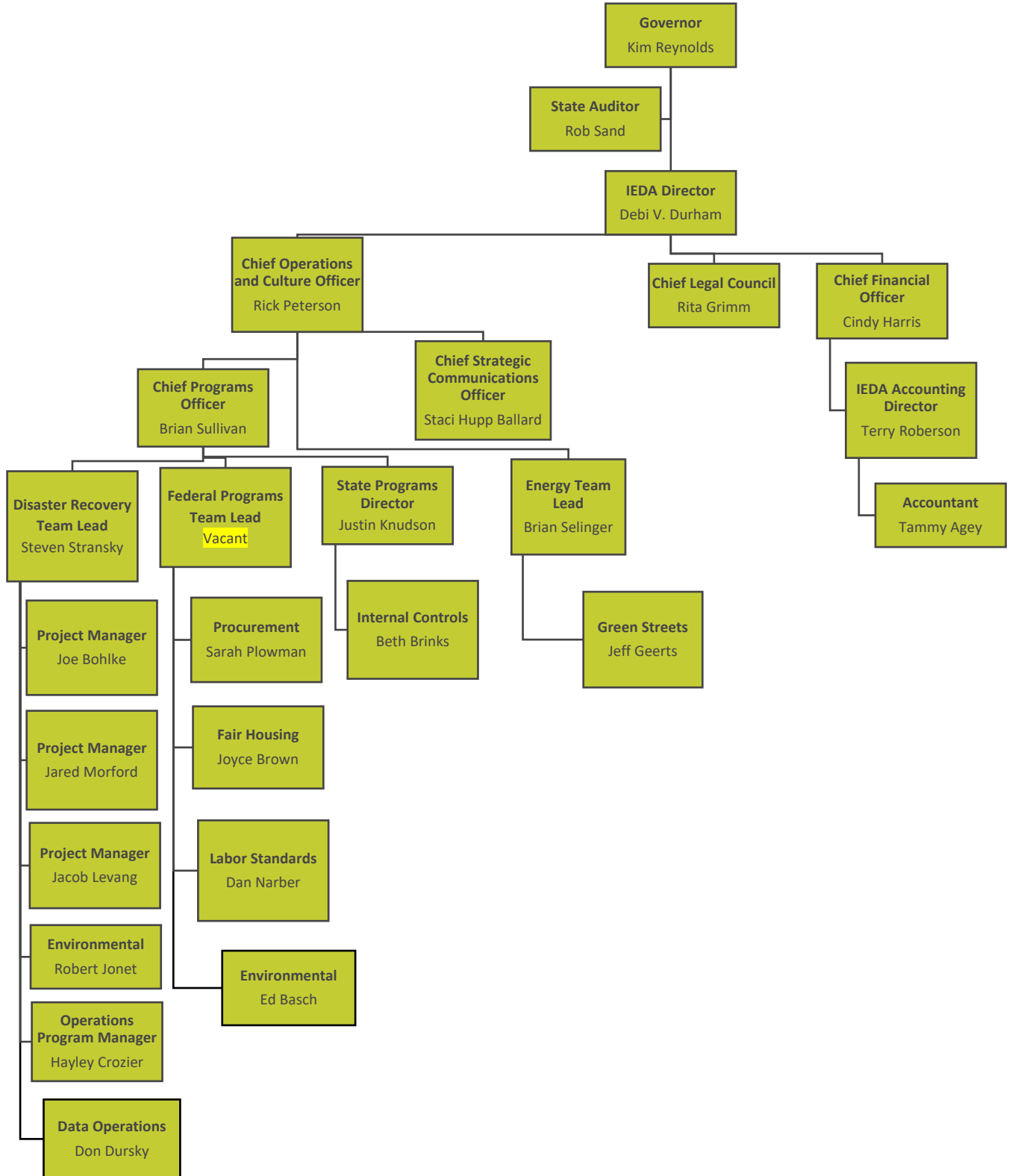




# IEDA ADMINISTRATIVE STRUCTURE

## Iowa CDBG-DR Management Organizational Chart





## IEDA DISASTER RECOVERY STAFF ASSIGNMENTS:

Disaster Recovery (DR) & Federal Programs (FP): Team members split their time between the State's regular CDBG program and the State's CDBG-DR program. Current as of **October 2022**.

Name	Title	Disaster Recovery Area	Contact Information
Brian Sullivan	Chief Programs Officer	IEDA and IFA Community Development Divisions	<a href="mailto:Brian.Sullivan@IowaFinance.com">Brian.Sullivan@IowaFinance.com</a> 515-452-0430
Vacant	Federal Programs Team Lead	CDBG, CDBG-CV, HOME, ESG, HOPWA	Refer to Brian Sullivan
Steven Stransky	Disaster Recovery Team Lead	Disaster Recovery Team Lead, Section 3 & LAP Coordinator	<a href="mailto:Steven.Stransky@IowaEDA.com">Steven.Stransky@IowaEDA.com</a> 515-348-6204
Don Dursky	Data Operations Manager	CDBG-DR data analysis, IowaGrants SME	<a href="mailto:Don.Dursky@IowaEDA.com">Don.Dursky@IowaEDA.com</a> 515-348-6210
Hayley Crozier	Operations Program Manager	CDBG-DR draw processing, DRGR, DOB SME	<a href="mailto:Hayley.Crozier@IowaEDA.com">Hayley.Crozier@IowaEDA.com</a> 515-348-6201
Jacob Levang	CDBG Project Manager	2019 Buyouts, 2019 & 2020 Housing, 2020 Rehab	<a href="mailto:Jacob.Levang@IowaEDA.com">Jacob.Levang@IowaEDA.com</a> 515-348-6203
Jared Morford	CDBG Project Manager	2019 & 2020 Housing, 2020 Trees	<a href="mailto:Jared.Morford@IowaEDA.com">Jared.Morford@IowaEDA.com</a> 515-348-6202
Joe Bohlke	Senior CDBG Project Manager	NDR	<a href="mailto:Joseph.Bohlke@IowaEDA.com">Joseph.Bohlke@IowaEDA.com</a> 515-348-6207
Vacant	CDBG Project Manager	2019 Infrastructure, 2020 Generators, Contractor Clearance SME	Refer to Joe Bohlke
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Ed Basch	CDBG Project Manager	Environmental Review	<a href="mailto:Ed.Basch@IowaEDA.com">Ed.Basch@IowaEDA.com</a> 515-348-6208
Joyce Brown	CDBG Project Manager	Section 504 Coordinator, Fair Housing SME	<a href="mailto:Joyce.Brown@IowaEDA.com">Joyce.Brown@IowaEDA.com</a> 515-348-6209
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Sarah Plowman	CDBG Project Manager	Procurement SME	<a href="mailto:Sarah.Plowman@IowaEDA.com">Sarah.Plowman@IowaEDA.com</a> 515-348-6213
Dan Narber	Senior CDBG Project Manager	Labor Standards Officer	<a href="mailto:Dan.Narber@IowaEDA.com">Dan.Narber@IowaEDA.com</a> 515-348-6214
Beth Brincks	Internal Controls Project Manager	CDBG-DR Internal Compliance	<a href="mailto:Beth.Brincks@IowaEDA.com">Beth.Brincks@IowaEDA.com</a> 515-348-6206



## CLAIMS PROCESS ORGANIZATIONAL CHART

**Claim Process Overview:** Contractors create invoices for work incurred. Invoices are sent to CDBG grant administrator (hired by subrecipient to administer all federal requirements). The Grant administrator reviews the invoices for eligibility, creates GAX (Iowa claim voucher), submits GAX package to the subrecipient. The subrecipient holds a City/County/Tribe council meeting to approve GAX package. Once approved, the grant administrator submits the GAX in IowaGrants (IEDA grant management system). GAX is reviewed for financial accuracy and eligibility by the Operations Program Manager, who then creates a voucher in DRGR. GAX documentation is forwarded to accounting in fiscal. Accounting reviews the GAX and voucher and then approves the voucher in DRGR. Once LOCS payment is received at the Department of Revenue, the 1/3 system (state accounting database) is updated and electronic payments are sent to subrecipients. Payment documentation is forwarded to the Operations Program Manager, who then updates IowaGrants with date the payment was sent to the subrecipient.

