

**Iowa Department of Transportation
Office of Right of Way**

**Relocation Assistance
Policy and Procedures Manual**

Revised April 6, 2006

RELOCATION ASSISTANCE SECTION

ORGANIZATION

The Iowa Department of Transportation provides a Relocation Assistance Program administered within the Office of Right of Way. The Relocation Assistance Supervisor is directly responsible to the Right of Way Director.

All Relocation Advisors will be directly responsible to the Relocation Supervisor, while relying on the experience and expertise of the Senior Relocation Advisors whenever possible.

LEGISLATION AND REGULATIONS

The federal legislation that requires the Iowa Department of Transportation to provide relocation assistance and advisory services is the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (known as the Uniform Act), Public Law 91-646, as amended. The federal regulations are located in 49 CFR Part 24. The Iowa law can be found in Iowa Code Chapter 316 (also see Chapter 6B). The Iowa rules can be found in 761 Iowa Administrative Code, Chapter 111.

PURPOSE OF THE RELOCATION ASSISTANCE PROGRAM

The purpose of the Relocation Assistance Program is to ensure that persons who are required to move (or to move their personal property) as a result of public projects will not suffer disproportionate injuries as a result of those projects. Payments and benefits will be provided in accord with state and federal laws and regulations.

Relocation Assistance will be provided on a uniform, equitable and non-discriminatory basis. It is intended that the Relocation Advisor will act as an advocate for persons required to move, while at the same time protecting the interests of the public as a whole to ensure that benefits provided are not in excess of those to which the persons are entitled.

No person is entitled to receive a relocation payment that has the same purpose or will have the same effect as a payment already received through some other program or through the acquisition process.