

# IHUM Grant: Marketing Guidelines Checklist

If you are using IHUM Grant funds to create, did you use the following elements?

**DOL Statement of Funding:**

**Option 1: Use if marketing piece is being funded by both the IHUM grant and some other funding.**

*This workforce solution is funded in part by the IHUM Consortium which is 100% financed through a \$15,000,000 grant from the U.S. Department of Labor's Employment & Training Administration.*

OR

**Option 2: Use if all of the marketing piece is paid completely from the IHUM grant.**

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**DOL Statement of position:**

*The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership.*

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**Include the "Enhance Iowa" logo.**

**Receive pre-review approval by emailing ad and 3 bids to: [todd.oesterle@hawkeyecollege.edu](mailto:todd.oesterle@hawkeyecollege.edu)**

**Did you go through the procurement process?**

**Get 3 bids**

**Use the "IHUM Purchases Form" - NOTE: MUST include why a vendor was chosen. Sample valid reasons include: low bid/price or vendor was able to meet needed timeframe.**

**Upload a digital sample of all IHUM funded marketing materials to SharePoint: Marketing Documents -> (Your School Folder).**