

Legistar No. 200519



## JOB CREATION INCENTIVE PROGRAM | APPLICATION and AGREEMENT

Gainesville Community Redevelopment Agency  
802 NW 5<sup>th</sup> Avenue, Suite 200, Gainesville, Florida 32601  
Phone: 352-334-2205 - Fax: 352-334-2132

### A. INSTRUCTIONS

Complete this Application and Agreement (the "Application") and submit to the Gainesville Community Redevelopment Agency (the "CRA") at the address above. Each Application will be date and time stamped upon submittal and will be evaluated on a first come, first serve basis. The CRA will notify applicants in writing of the decision on the Application. For program information, please refer to the Job Creation Incentive Program Policy adopted by the CRA Board on August 15, 2016.

### B. APPLICANT INFORMATION

#### 1) Company Information:

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Website

#### 2) Physical Address:

\_\_\_\_\_  
Street

\_\_\_\_\_  
Box, Suite, Unit

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

#### 3) Mailing Address:

Same as above

\_\_\_\_\_  
Street

\_\_\_\_\_  
Box, Suite, Unit

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

#### 4) Attach a brief overview of the company, including information about ownership, products/services provided and growth projections:

Company overview attached

5) Which of the following industry groups best describes your company?

- Research and development in the physical, engineering, computer or life sciences
- Light assembly, packaging, and fabrication associated with research and development in the physical, engineering, computer or life sciences
- Software, computing and technology

6) Main Contact Person:

Name (First, Last)	Title
Phone	Fax
	Email

7) Have you ever applied for or been paid incentives under this Program?

- Yes  No

*If YES, answer questions 8-9*

8) When was the approval granted: \_\_\_\_\_

9) What is the total amount of incentives that have been paid to date: \$ \_\_\_\_\_

**C. JOB CREATION INFORMATION**

1) Is the business located within a business incubator?

- Yes  No

2) Proposed address of relocation (if applicable):

- Jobs are being created at current address

Street	Box, Suite, Unit
City	State
	Zip Code

3) Will the business own or lease its building?

- Own: Date of purchase: \_\_\_\_\_
  - Lease: Date Company entered into lease: \_\_\_\_\_
- Lease expiration date: \_\_\_\_\_

4) Within which CRA Redevelopment Area will the company be located/locating:

- College Park/University Heights
- Downtown
- Eastside
- Fifth Avenue/Pleasant Street

5) Number of current employees: \_\_\_\_\_

6) Number of positions being created/relocated into the CRA Area: \_\_\_\_\_

7) Attach a description of each full-time (minimum of 30-40 hours per week) position being created/relocated, including job title, job description, annual salary and date on which position will be hired/relocated:

Position descriptions attached

**D. INCENTIVE REQUESTED FOR TWO-YEAR PERIOD**

1) Year 1 Incentive Calculation:

Number of eligible jobs paying 70-100% of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$750 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 100-130% of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$1,250 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 130-160% of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$1,750 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 160% or more of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$2,250 per job = \$ \_\_\_\_\_

**Maximum incentive requested for Year 1: \$ \_\_\_\_\_**

2) Year 2 Incentive Calculation:

Number of eligible jobs paying 70-100% of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$750 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 100-130% of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$1,250 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 130-160% of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$1,750 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 160% or more of the average annual wage for Alachua County (refer to index provided by CRA) \_\_\_\_\_ x \$2,250 per job = \$ \_\_\_\_\_

**Maximum incentive requested for Year 1: \$ \_\_\_\_\_**

## E. TERMS AND CONDITIONS

By signing and submitting this application and agreement, the Applicant understands, acknowledges, certifies, and/or attests that:

- 1) Applicant has been provided a copy of and has read and understands the Job Creation Incentive Program Policy approved by the CRA Board on April 15, 2016, the terms and conditions of which are incorporated herein by reference.
- 2) The person signing this Application is duly authorized by all necessary action to file this Application and enter into this agreement with the CRA.
- 3) Applicant has an on-going obligation to provide documentation as requested by the CRA to substantiate its eligibility and compliance with the Program Policy.
- 4) It is the Applicant's obligation to request payment of incentives in writing with necessary documentation within 90 days of the 12-month and 24-month anniversary of the approval date in Section G. of this Application. Failure to do so may result in ineligibility for payment.
- 5) The CRA staff may make a site visit to the Company prior to any payment of incentives.
- 6) Even if this application is approved, the actual payment of incentives will be based on a review of eligibility and compliance 12 months and 24 months after the date of approval of the Application. Therefore, it is possible that the Applicant will not be eligible for payment of incentives and this Agreement may be terminated without payment of incentives in accordance with the Program Policy.
- 7) Payment of incentives to Applicant will be made by Electronic Funds Transfer, or other method determined by the CRA. Applicant must maintain a completed City of Gainesville Vendor application on file with the CRA.
- 8) The CRA's obligation and liability arising from this Application shall be solely limited to payment of incentives earned based on Applicant's compliance and eligibility as determined by the CRA in accordance with the Program Policy.
- 9) The CRA does not discriminate on the basis of sexual orientation, race, color, gender, age religion, national origin, marital status, disability or gender identity and will not tolerate any such discrimination by or against its employees or citizens utilizing CRA services, programs or activities.
- 10) All information in this Application, and all information furnished or that will be furnished in support of this Application and eligibility for payment of incentives, is accurate and complete.
- 11) Applicant has a continuing obligation to inform the CRA in writing of any changes to the information provided in this Application or that affects Applicant's eligibility for Program incentives.
- 12) If approved by the CRA Director in Section G below, this Application shall constitute a binding agreement between the CRA and the Applicant.

**F. APPLICANT SIGNATURE**

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

Notary Public Signature:

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by  
\_\_\_\_\_, as the \_\_\_\_\_ of \_\_\_\_\_,  
who is personally known to me or who has produced \_\_\_\_\_ as identification.

\_\_\_\_\_  
Notary Public

Affix Stamp

**G. CRA APPROVAL - Do not write below this line. For CRA use only.**

Date & Time Application Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

- Application Complete
- Application Incomplete - Notify Applicant of Deficiency.

- Application Approved
  - Application Denied
- Reason for Denial: \_\_\_\_\_

\_\_\_\_\_  
CRA Manager

\_\_\_\_\_  
Date

**H. ACTUAL FIRST YEAR INCENTIVES**

12-Month Anniversary Date: \_\_\_\_\_

Did Applicant request payment in writing within 90 days of anniversary?  Yes  No

Did Applicant's request include:

- Copy of current executed deed or lease
- Copy of most recent W2 for each eligible job
- Other documentation to verify number of eligible jobs, duration of hire and salary.

List: \_\_\_\_\_

Number of eligible jobs paying 150-199% of the average annual wage for Alachua County \_\_\_\_\_ x \$1,500 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 200% or more of the average annual wage for Alachua County \_\_\_\_\_ x \$2,500 per job = \$ \_\_\_\_\_

Total Incentive paid in Year 1: \$ \_\_\_\_\_

Eligibility and Compliance Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

- Payment of Incentive Approved
  - Payment of Incentive Denied
- Reason for Denial: \_\_\_\_\_

\_\_\_\_\_  
CRA Manager

\_\_\_\_\_  
Date

**I. ACTUAL SECOND YEAR INCENTIVES**

24-Month Anniversary Date: \_\_\_\_\_

Did Applicant request payment in writing within 90 days of anniversary?  Yes  No

Did Applicant's request include:

- Copy of current executed deed or lease
- Copy of most recent W2 for each eligible job
- Other documentation to verify number of eligible jobs, duration of hire and salary

List: \_\_\_\_\_

Number of eligible jobs paying 150-199% of the average annual wage for Alachua County \_\_\_\_\_ x \$1,500 per job = \$ \_\_\_\_\_

Number of eligible jobs paying 200% or more of the average annual wage for Alachua County \_\_\_\_\_ x \$2,500 per job = \$ \_\_\_\_\_

Total Incentive paid in Year 2: \$ \_\_\_\_\_

Eligibility and Compliance Reviewed By: \_\_\_\_\_

Date: \_\_\_\_\_

Payment of Incentive Approved

Payment of Incentive Denied

Reason for Denial: \_\_\_\_\_

\_\_\_\_\_  
CRA Manager

\_\_\_\_\_  
Date