



HALLETTSVILLE ECONOMIC DEVELOPMENT CORPORATION HEDC Business Incentives Program Guidelines

OBJECTIVE:

The objective of this program is to improve the City of Hallettsville and its surroundings and for job creation and retention. The Hallettsville Economic Development Corporation (HEDC) offers grants to businesses for eligible projects, including but not limited to, construction or renovation of a building or property, to purchase equipment or land, or to relocate a business to Hallettsville.

ELIGIBILITY:

Any business located in, or relocating to, the City of Hallettsville city limits or EDC owned property. An EIN number is required to apply. Applications are due by the 5th of the month to be considered on that month's agenda. Any applications received after the 5th will be considered on the following agenda.

GRANT AMOUNTS AND LIMITS:

Each year the HEDC may set aside an amount to be offered in grants for that calendar year. Applications will be accepted, reviewed, qualified, and awarded on a first come first serve basis following notice of availability. Grant amounts for the HEDC Business Incentives Program will be decided and awarded upon review of the application, business plan, and amount requested. Grants are a reimbursement of allowable costs incurred within a 12 month period of the effective date of the performance agreement or at the discretion of the board.

GRANT FUNDING:

Grants are reimbursement only and will be paid upon completion of the project. There will be no partial payments. When the project is completed, the applicant will submit a statement of project cost with supporting invoices and proof of payment (either a copy of the check or a receipt). The statement will be reviewed and the grant amount will be calculated. Upon agreement with both parties the grant will be paid to the applicant.

APPLICANT INSTRUCTIONS:

Please fully complete the application. Incomplete applications will not be processed and will be returned. along with a Letter of Intent and a Business Plan for the project which should include job creation and/or retention along with wage/salary information (Ex. This project will create or retain "X" number of minimum wage jobs at this range, "X" number of mid-level jobs at this range, etc.) . A job is considered one full time equivalent employee. A full-time equivalent employee shall mean a job requiring a minimum of One Thousand Six-hundred and Sixty (1,660) hours of work over a twelve (12) month term, including allowance for vacation and sick leave, with full company benefits and employed exclusively and on-site in the City of Hallettsville. Use of a staffing agency is permitted provided all of the conditions herein are met.

CONTACT:

For questions or more information, please contact:

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