

Incentive Request Application

The Incentive Program

The Anna Community Development Corporation (CDC), The Anna Economic Development Corporation (EDC) and the City of Anna follow set criteria for determining how public funds are invested in private developments aimed at strengthening the local economy and improving quality of life. The information collected through this form helps the ACDC evaluate the anticipated fiscal effects of a proposed private project on the community, as well as the expected return on any public investment involved. Every project requesting incentives—whether financial assistance, tax abatements, deferred taxes, or regulatory adjustments—must go through this fiscal impact analysis before any public support is approved. These guidelines also require each project to meet certain minimum performance standards. Projects that fall short of these benchmarks may still be reviewed, but only on an individual, case-by-case basis. Applications for incentives must be approved by the ACDC Board of Directors in an open meeting. All incentives must be contractually tied to certain performance criteria on the part of the requesting entity under Texas law. An application does not guarantee an incentive grant or assistance of any kind.

Type A and B Eligible Projects

The City has both a Type A and Type B Economic and Community Development Corporation. Type A sales tax is primarily intended for manufacturing and industrial development. EDCs may use Type A revenues to fund land, buildings, equipment, facilities expenditures, targeted infrastructure and improvements for projects and job creation. The Type B sales tax may be used for any project eligible under Type A rules and several other project types, including quality of life improvements.

Project Examples

- Job training classes and career centers
- Infrastructure assistance to retail or commercial projects
- Business-related sewer utilities and site improvements
- Light rail, commuter rail, or motor buses
- Type B projects with voter approval

Company Information

Business Name:

DBA Name:

Address:

Applicant Name:

Applicant Email:

Applicant Phone:

Company Profile

Provide a brief description of the product/service by the company:

Company Structure

- ☐ Corporation
- ☐ Sole Proprietorship
- ☐ Partnership
- ☐ LLC

Company Formation Details

NAICS/SIC Code(s)	
Date of Formation	
State of Formation	
Federal Tax ID Number	
Texas Tax ID Number	



Project Information

Type of Project ☐ Relocation ☐ Expansion ☐ New Construction

Project Costs

Land:

New Construction:

Infrastructure:

Renovations:

Equipment:

Inventory:

Furniture/Fixtures:

Job Training:

Employee Payroll Information

- Number of Current Full-Time Employees
- Projected Number of Years and Employees to be added with Incentive (Primary Jobs)

Year 1 Year 2 Year 3 Year 4 Year 5

- Average Wage of Existing Employees
- Projected Total Annual Payroll When All New Employees Have Been Added:
- Types of jobs created:

Fund Sources

Please list all sources of fund that will be used to finance the proposed project.

Source:	Amount:

Fiscal Impact

- Estimated total value of capital investment
- Projected annual operating budget
- Amount direct sales tax will be generated
- Value of real and business personal property that will be added to the tax rolls

Project Details

Which of the following types of facilities will the requested Incentives be used to help develop, retain or expand?

- | | |
|--|--|
| ☐ manufacturing and industrial | ☐ small warehouse |
| ☐ research and development | ☐ distribution center |
| ☐ military | ☐ data center |
| ☐ healthcare/bio life science | ☐ regional or national corporate headquarters |
| ☐ restaurant/retail/hospitality | ☐ primary job training used by higher education |

If the Incentives will not result in the creation or retention of primary jobs, will such expenditure be used to construct public infrastructure. ☐ Yes ☐ No

- | | |
|--|--|
| ☐ street and roads | ☐ drainage |
| ☐ water and sewer utilities | ☐ site improvements |
| ☐ rail spurs | ☐ telecommunications |
| ☐ electric utilities | ☐ internet improvements |
| ☐ gas utilities | ☐ other related improvements <input type="text"/> |

Project Information

Project Details Continued

Is Applicant seeking to **expand** an existing facility in the City of Anna? ☐ Yes ☐ No

If yes, what is the square footage of the existing facility and what is the square footage of the proposed expansion?

If yes, what is the approximate cost of the proposed expansion?

If yes, what is the estimated value of the Business Personal Property of the proposed expansion?

Is Applicant seeking to **construct a new** facility in the City of Anna? ☐ Yes ☐ No

If yes, what is the square footage of the existing facility and what is the square footage of the proposed expansion?

If yes, what is the approximate cost of the proposed expansion?

If yes, what is the estimated value of the Business Personal Property of the proposed expansion?

Is Applicant seeking to **renovate or move** existing facility in the City of Anna? ☐ Yes ☐ No

If yes, what is the square footage of the existing facility and what is the square footage of the proposed expansion?

If yes, what is the approximate cost of the proposed expansion?

If yes, what is the estimated value of the Business Personal Property of the proposed expansion?

Does the Applicant currently own title to the property which will benefit from the expenditure of the Incentives? ☐ Yes ☐ No

Does the Applicant have a contract pending to purchase the property? ☐ Yes ☐ No

If yes, what is the closing date of the purchase contract?

Litigation Acknowledgement

Is the company or any of its principals involved in any pending or current litigation or administrative proceeding or any outstanding administration orders, judgements, or injunctions to include company official or any of the principles involved in bankruptcy (for the past 5 years)? ☐ Yes ☐ No

If yes, please attach a narrative explaining the litigation and any other additional documentation as needed.

Required Documents

Applications missing any information or documentation will not be accepted

- | | |
|---|---|
| ☐ Proof of Property Ownership/Purchase Contract | ☐ Expansion Plan including 1 year Profit/Loss Statement |
| ☐ Certificates of Fact/Status | ☐ Business Financial Statements for last 3 years |
| ☐ Secretary of State | ☐ Personal Financial Statements of Owners with 20% or greater ownership |
| ☐ State Comptroller Registration | ☐ Personal tax return of Owners with 20% or greater ownership |
| ☐ Business Plan including Marketing and Communication Plan | ☐ Copies of signed leases, lease agreements, or Letters of Intent related to the project |
| ☐ Proof of funding sources: Loan details, including lender name, loan amount, term, and status of approval, equity contributions | |
| ☐ Proof of business insurance coverage | |

Project Information

Credit Report

****Please read the following and sign the application below. All Owners of 20% or greater must sign this application.****

This is an Equal Opportunity Program. Discrimination is prohibited by Federal Law. Complaints of discrimination may be filed with the appropriate authorities.

The information in this application is provided for the purpose of applying for funds under the City of Anna's CDC and EDC incentive programs. The information in this application is accurate to the best of my knowledge.

I understand that personal and/or business information may be requested pursuant to this application and I hereby give consent for such information to be provided to CDC/EDC. The approval of this application is subject to the CDC/EDC. I also understand that the City of Anna retains the sole decision as to whether or not an incentive offer is approved if one is offered by the CDC/EDC. It is my right to accept or decline an incentive.

I authorize the CDC/EDC to obtain a credit report on me through the credit reporting agency of its choice. If an adverse credit decision is made due totally or partly to the information on the credit report, CDC/EDC will give me a copy of the credit report, a summary of my rights under the Fair Credit Reporting Act, and the source of the credit report so that I may contact them if I wish.

I UNDERSTAND THAT ALL INFORMATION SUBMITTED TO THE CDC/EDC WILL BE KEPT ON FILE ACCORDING TO THE RECORDS RETENTIONS LAWS OF THE STATE OF TEXAS. IF I DO NOT REQUEST THE RETURN OF CERTAIN PRIVILEGED INFORMATION, IT WILL BE DISPOSED OF IN THE MANNER REQUIRED BY LAW.

Signatures

Name (Printed)

Title:

Signature

Date:

Name (Printed)

Title:

Signature

Date:

Name (Printed)

Title:

Signature

Date:

Name (Printed)

Title:

Signature

Date: