Seabrook Emergency Business Retention Incentive
April 2020

IMPORTANT GUIDELINES

- Available to all Seabrook businesses within the Seabrook Empowerment Zone (see map—page 4).
- Up to $10,000 available per business.
- Total program budget: $250,000, or as otherwise determined by the EDC and City Council.
- Funds are targeted for business lease / loan payments, utilities, payroll, etc. and are determined by EDC to promote new or expanded business development and/or for the creation/retention of primary jobs. These funds are not intended for business owner salaries.
- Business must be active on or before January 1, 2020.
- Must provide documentation of not being in default of any/all taxes owed for tax years 2018 and 2017.
- Additional applications may be accepted after the deadline based on funding availability

Note: Acceptance of this incentive may exclude your business from applying for other assistance programs.

FINAL DETERMINATION SHALL BE MADE BY THE BOARD OF THE EDC. ANY INCENTIVE SHALL BE SUBJECT TO A BINDING AGREEMENT WITH TERMS AND CONDITIONS APPROVED BY EDC/CITY.

EXPECTED TIMELINE

Application process opens: April 15 at 8:00am (Wednesday)

Application deadline: April 24 at 5:00pm (Friday)

Scoring Committee Deadline for Application Scores: April 28 (Tuesday)

EDC to review and potentially award grants: April 29 or 30 (Weds or Thurs)

Incentive checks and agreement documentation available on May 12 (Tuesday)

Please note that we will be sending incentive funds via DIRECT DEPOSIT. A paper check will NOT be issued. You will be required to submit direct deposit information to your business bank account in order to receive funds.

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APPLICATION

Applicant Name & Title: _____

Applicant Email:_____

Applicant Phone: _____

Business Name: _____

Taxpayer ID: _____

Business' Seabrook Address: _____

_____

Business Website or Facebook URL: _____

Number of locations in Texas: _____

Name and contact information of majority owner of business *(if different from applicant)*

_____

_____

_____

_____

Approximate date of business first opening in Seabrook: _____

Number of employees working at site as of January 1, 2020: _____

Number of employees working at site as of April 6, 2020: _____

Is the business' Seabrook location closed due to COVID-19 requirements? YES / NO

Is business still able to operate but under reduced capacity due to COVID-19? YES / NO

Business Industry **(chose only one)**

Retail / Restaurant **Professional** **Boat sales / Industrial / Warehouse**

Hotel **Service**

Current status of outstanding loans

_____

_____

_____

_____

If approved for the incentive, please detail how funds will be utilized:

_____

_____

_____

_____

_____

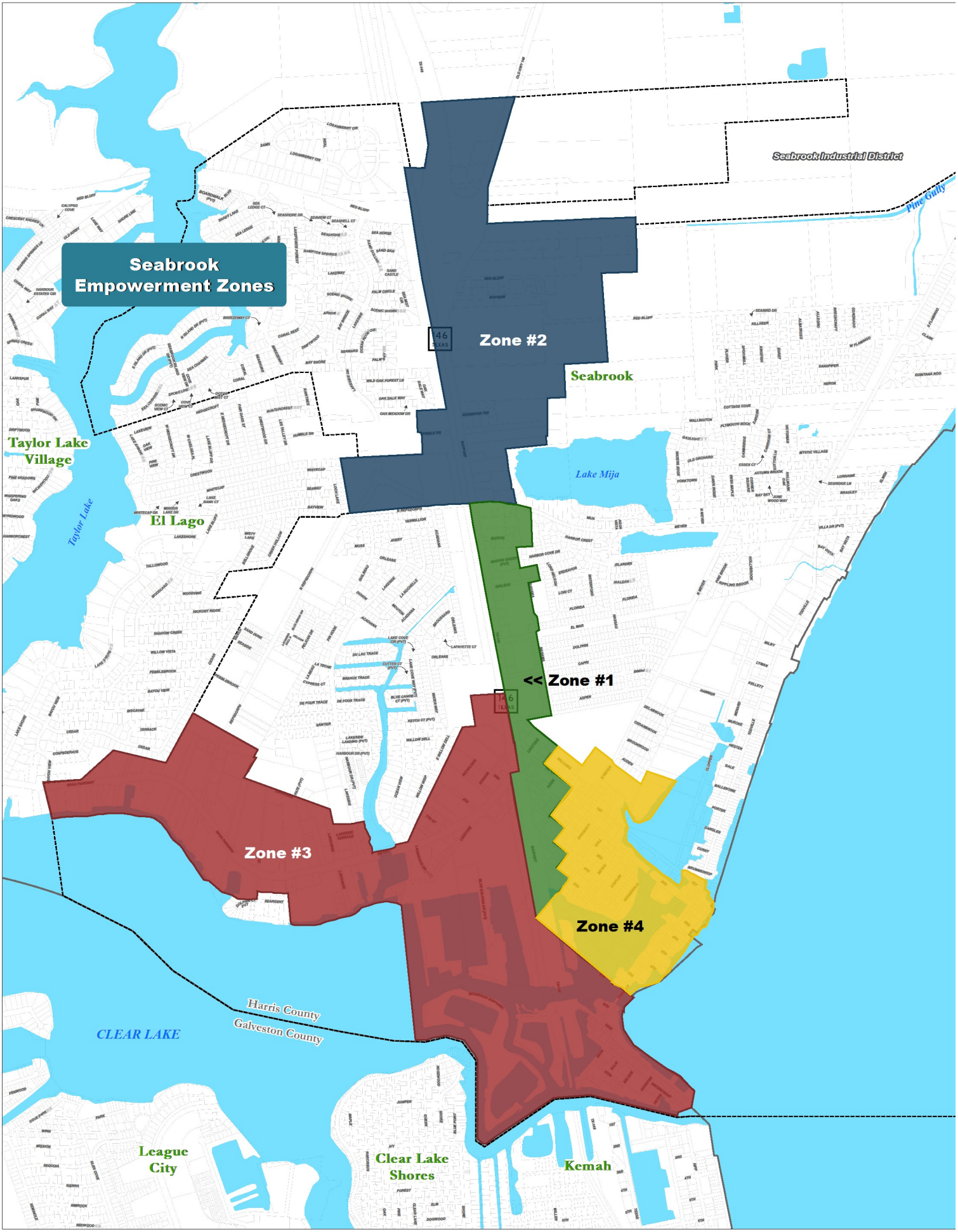
Applicant Signature: _____ Date: _____

Business Owner Signature: _____ Date: _____
(if different from applicant)

PLEASE **EMAIL** COMPLETED AND SIGNED FORM BY **FRIDAY, APRIL 24** TO PAUL CHAVEZ AT

PCHAVEZ@SEABROOKTX.GOV

If you have any questions or concerns, please contact directly!


Seabrook Empowerment Zones
Zone #2
Seabrook
Seabrook Industrial District
Pine Gully
Lake Mija
Taylor Lake Village
Taylor Lake
El Lago
<< Zone #1
Zone #3
Zone #4
Harris County
Galveston County
CLEAR LAKE
League City
Clear Lake Shores
Kemah

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SCORE CARD

BUSINESS NAME: _____

CRITERIA	**POINTS**
Within the Seabrook Empowerment Zone	3
Not within the Seabrook Empowerment Zone	0
Business has 10 or more employees as of Jan 1	2
Business has 9 or less employees as of Jan 1	1
Business is currently closed due to COVID-19	2
Business is currently open	1
Business Type: (choose one)	
Retail / Restaurant	3
Professional / Service / Hotel	2
Boat Sales / Industrial / Warehouse	1
TOTAL POINTS	_____
EXTRA CREDIT	
Business has 11 to 30 employees as of Jan 1	+1
Business has 31 to 49 employees as of Jan 1	+2
Business has 50 + employees as of Jan 1	+3
GRAND TOTAL	_____

10 points = 100% = $5,000

9 points = 90% = $4,500

8 points = 80% = $4,000

7 points = 70% = $3,500

6 points or less does not qualify for the program

+1 = $3,000

+2 = $4,000

+3 = $5,000

Signature: _____ Date: _____

ALL SCORE CARDS ARE DUE BY TUESDAY, APRIL 28