

Job Attraction and Creation Program Application Proposal Guidelines

After reviewing the JAC Program Outline that describes the incentives and the requirements to qualify, an interested business is encouraged to contact the EDC to discuss the project in detail:

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To be considered to receive the applicable incentives of the program, the business is required to submit a written proposal describing the project and compliance in meeting the qualifications of each requested incentive. As a guideline, the proposal should address the following:

- I. Description of the Project:
 - a. Existing business or a new business locating to Washington County
 - b. Type of business
 - c. Location
 - d. Detailed description with a timeline

- II. Space Requirement and Status:
 - a. Expansion to an existing facility
 - b. New space to be leased or purchased
 - c. New construction

- III. Jobs:
 - a. # of jobs to be created
 - b. New positions or rehires
 - c. Job descriptions
 - d. Wages

The EDC will review the proposal to confirm compliance with the program qualifications. If the project qualifies, a Letter of Agreement will be issued confirming the available incentives and providing details as to the receipt or application of the incentives.