

Rural Economic Development Incentive (REDI)

Application Information and Instructions

The Rural Economic Development Incentive (REDI) program is designed for businesses creating new high paying jobs in all Utah counties except Salt Lake, Utah, Davis, Weber, Washington, Cache, Tooele, and Summit counties. These jobs can be remote, in a satellite hub/office, or physically located in the same county as the business.

This grant is post-performance.

WHO IS ELIGIBLE?

- Sole proprietorship, partnership, association, joint venture, corporation, firm, trust, foundation, or other organization or entity used in carrying on a business.
- Does NOT include a business primarily engaged in:
 - construction
 - staffing
 - retail trade
 - public utility activities

THE PROGRAM

Business entities that create new, full-time position(s) filled by rural employee(s) will receive a grant incentive based on the county's average annual wage. The company shall fill an employment position:

- with an employee working at least 30 hours per week or in a position that meets the customary practices accepted by that industry as full time
- that may be filled by more than one employee, if each employee who works less than 30 hours per week is provided benefits comparable to a full-time employee
- that is not shifted from one jurisdiction in the state to another jurisdiction in the state.
- where the annual gross wage of the position at the end of 12 consecutive months, not including healthcare or other paid or unpaid benefits, is at least 110% of the average wage of the county in which the position exists

INCENTIVE FUNDING TIERS

Subject to available funds, REDI grants are awarded to a business entity as follows:

- \$4,000 for each new full-time employee position in a county where the average county wage is equal to or greater than the state average wage;
- \$5,000 for each new full-time employee position in a county where the average county wage is between 85% and 99% of the state average wage; and
- \$6,000 for each new full-time employee position in a county where the average county wage is less than 85% of the state average wage (see REDI Grant Levels table below).

A business entity may qualify for up to \$250,000 in rural employment expansion grant allocations in any fiscal year (July to July) and may concurrently apply for or receive another grant or incentive administered by GOED.

APPLICATION PROCESS

A business entity seeking to receive a rural employment expansion grant must first apply and receive approval for participation in the program. To affirm program participation, the business entity must enter into a written agreement with GOED prior to the creation of any incentivized, new full-time employment positions.

ONLINE SUBMISSION

[Click here](#) for the **Rural Economic Development Incentive (REDI) Grant** applications. Fill in all the required fields and upload supporting documents

APPLICATION COMPONENTS

- Name of applying business
- Date submitted
- Full mailing address
- Key organizational contacts email addresses and telephone numbers of responsible contacts
- Primary [NAICS codes](#) of the business entity
- Utah State Tax ID Name and Tax ID of Fiscal Agent (if other than applying entity)
- Projected number of new full-time employee positions that the business entity plans to create
- Anticipated wage level of the new full-time employee positions
- Anticipated location of new hire
- Certification by electronic signature of an officer of the business entity

DOCUMENTATION

- Current W-9 of applying entity
- Documentation to establish the baseline of full-time employees:
 1. Complete the employee list form, as provided by GOED, to document current employees for the previous 12 months from application including terminations and employees employed through a payroll service company. Information needed will include: name, position, hire date, termination date, wages paid, and hours worked in an excel format template. Other formats or reports from accounting software not in the format will be denied
 2. Provide two most recent unemployment insurance 33H quarterly reports
 3. Sign a statement from the officer of the business, as provided by GOED, that employees claimed within a business or payroll service company are complete and correct and in the case of using a payroll service, solely employed by the applicant

GOED will establish a baseline position count which is the number of full-time positions (averaging more than 30 hours per week) prior to the application. Any baseline set is subject to review at the time of grant disbursement following comparison to the Department of Workforce Services unemployment insurance records.

APPROVAL

If after review and approval of an application authorizing a rural employment expansion grant and until grant funds are exhausted, the Governor's Office of Economic Development (GOED) shall enter into a written agreement with the business entity that:

- indicates the maximum rural employment expansion grant amount the business entity is authorized to receive
- includes a signature by an officer of the business entity to disclose tax return and/or other related information that would otherwise be subject to confidentiality under Section 59-1-403 or Section 6103, Internal Revenue Code
- specifies documentation required at the end of at least 6 months of employment to demonstrate that the business entity has created the new full-time employee position(s) and specifies the deadline to provide the documentation
- must be signed within 30 days of receipt of the approval email from GOED or the contract will expire. The approval date is also the contract date.

TIMELINE

From the initial date of entering into a written agreement, the applying business entity shall have six months to hire the projected employees for the new full-time position(s). If no positions are filled, a new application will need to be submitted. The 12-month consecutive employment period shall begin on the first day of employment of the employee(s) filling the new position(s). If the position is vacated within the 12-month period, 15 business days will be allowed to fill the vacancy and the consecutive month calendar will resume given documentation is provided to verify all.

DENIAL

The GOED Compliance Department will identify key elements from each application to determine eligibility. If, after review, the GOED Compliance Department determines that the application is inadequate to provide a reasonable justification for authorizing the rural employment expansion grant, GOED will either:

- Deny the application;
OR
- Inform the business entity that the application is inadequate and ask the business entity to submit additional documentation.

The business entity may appeal the denial to the GOED Compliance Department. The office shall review any appeal within 10 business days and make a final determination of the business entity's eligibility for a grant.

AWARD DOCUMENTATION

Subject to available funds, the GOED Office shall award a business entity a grant in the amount allowed under the incentive funding tiers. To request the incentive, the business entity must provide the following within 90 days of completing the eligible employment period for all new full-time employment positions:

- Documentation demonstrating that the business applicant has created (a) new full-time employee position(s) as defined previously and including:
 - Fill out the employee list to document current employees from the previous 12 month from time of final award, including terminations and employees employed through a payroll service company as provided by GOED. Information needed will include: name, position, hire date, termination date, wages paid, and hours worked in an excel format template. Other formats or reports from accounting software not in the format will be denied.
 - Copies of employee pay stubs at 6-month, year-end, and last pay period following completion of the consecutive 12-month employment
 - If a business entity can show by the end of 6 months an annualized wage that meets 110% of the county's average wage, they can submit for the grant at the end of 6 months with the proper documentation including pay stubs at 2, 4, and 6-months
 - Each employee's work address if location is different from address of pay stub
 - One or more reports that show each employee on at least one unemployment insurance quarterly report;
 - Unemployment insurance quarterly report for the last quarter of the eligible employment period

If the business entity does not provide the documentation before the 90-day deadline, the business entity is ineligible to receive a rural employment expansion grant, unless the business entity submits a new application. The original agreement will be terminated.

CONSTRAINTS

- The Business must remain current on all Unemployment Insurance payments, state and federal taxes and have a valid business license issued by the municipality in which their business is located.
- The Business may only receive reimbursement for the number of positions that have been approved by GOED for reimbursement.
- The Business may not hire immediate family members or members of the household to fill the position approved by GOED for reimbursement. A family member includes a spouse, child, parent, sibling, grandparent, or grandchild of an owner or officer of the business entity; owner or officer includes:
 - a member of a board of directors or other governing body of an entity
 - a partner in any type of partnership
- GOED reserves the right to monitor payroll and other documentation to verify record retention required by the REDI program.
- The Business cannot eliminate existing positions to make way for a new position. New positions need to exceed the baseline count.

REDI Grant Levels • 2019

COUNTIES	COUNTY AVG WAGE	110% COUNTY AVG WAGE	STATE OF UTAH AVG WAGE	% STATE AVG WAGE	POTENTIAL JOB INCENTIVE
Beaver	\$ 34,613	\$ 38,074	\$ 45,727	76%	\$ 6,000
Box Elder	\$37,367	\$41,104	\$45,727	82%	\$6,000
Carbon	\$ 38,530	\$ 42,383	\$ 45,727	84%	\$ 6,000
Daggett	\$ 34,125	\$ 37,538	\$ 45,727	75%	\$ 6,000
Duchesne	\$ 44,856	\$ 49,342	\$ 45,727	98%	\$ 5,000
Emery	\$ 43,127	\$ 47,440	\$ 45,727	94%	\$ 5,000
Garfield	\$ 30,379	\$ 33,417	\$ 45,727	66%	\$ 6,000
Grand	\$ 32,322	\$ 35,554	\$ 45,727	71%	\$ 6,000
Iron	\$31,724	\$34,896	\$45,727	69%	\$6,000
Juab	\$ 34,102	\$ 37,512	\$ 45,727	75%	\$ 6,000
Kane	\$ 32,613	\$ 35,874	\$ 45,727	71%	\$ 6,000
Millard	\$ 40,133	\$ 44,146	\$ 45,727	88%	\$ 5,000
Morgan	\$ 39,047	\$ 42,952	\$ 45,727	85%	\$ 5,000
Piute	\$ 27,688	\$ 30,457	\$ 45,727	61%	\$ 6,000
Rich	\$ 26,153	\$ 28,768	\$ 45,727	57%	\$ 6,000
San Juan	\$ 35,078	\$ 38,586	\$ 45,727	77%	\$ 6,000
Sanpete	\$ 29,192	\$ 32,111	\$ 45,727	64%	\$ 6,000
Sevier	\$ 35,182	\$ 38,700	\$ 45,727	77%	\$ 6,000
Uintah	\$44,248	\$48,673	\$45,727	97%	\$5,000
Wasatch	\$ 38,033	\$ 41,836	\$ 45,727	83%	\$ 6,000
Wayne	\$ 30,201	\$ 33,221	\$ 45,727	66%	\$ 6,000

To apply [click here](#)

For more information online: www.business.utah.gov/rural click on "REDI"

Email: goedruralprograms@utah.gov

(801) 538-8775