



# New Job Reward Program Application

## City of Aurora

15151 East Alameda Parkway  
Aurora, CO 80012



### Program Summary

The New Job Reward Program was adopted in May of 2010 as a short term incentive program to stimulate job creation within the city of Aurora during the current economic downturn. The program is targeted toward smaller businesses who are not already participating in other city-related incentive programs. A minimum of two new, full-time positions must be created to participate in the program. The maximum incentive is \$5,000 per job per year for three years. The program will target jobs created in 2010, 2011 and 2012. An individual agreement will be executed for each applicant/company that is accepted, which is approved at Council's sole discretion.

### Project Requirements

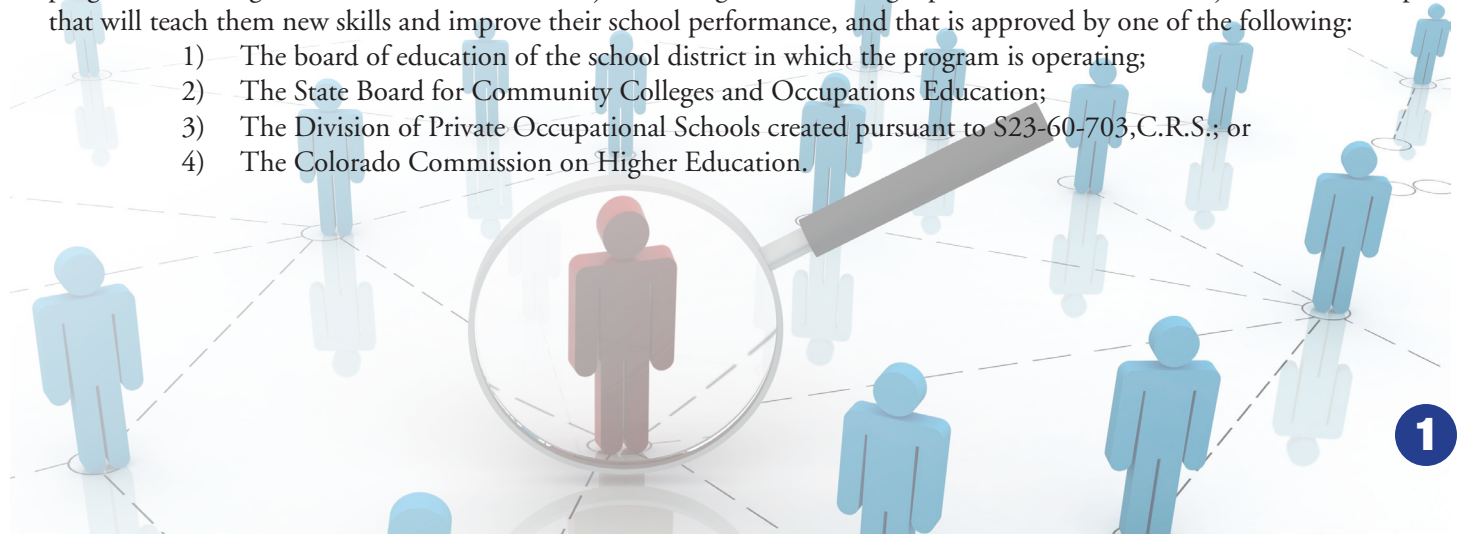
Eligible for-profit companies must create at least two new, permanent jobs within the city to qualify. The maximum number of qualifying jobs is 20 per company. Each job must have a minimum salary level of \$35,000 annually per position, exclusive of benefits. The positions must be maintained for the three-year period at the minimum required salary level, and will be monitored on an annual basis. Any lawful type of business can qualify, with the exception of those engaged in the business of cultivating, manufacturing, distributing, or selling medical marijuana. Any business receiving an incentive through another city incentive program, or that is part of a project receiving a city incentive, is not qualified for the program.

### Incentive Reimbursements

- Up to 50 percent of the City portion of construction use taxes associated with the creation of the new jobs, to be paid in annual payments over a two-year period.
- Up to 50 percent of the City portion of new property taxes associated with the creation of eligible jobs for a period of up to three years.
- Up to 100 percent of the employer and employee Occupational Privilege Tax (OPT) associated with the new jobs for a period of no more than two years.
- A one-time payment of up to \$500 per new job/employee enrolled in a "Qualified School to Career Program" \*  
OR
- A one-time payment of up to \$250 for reimbursement of costs incurred by employer in purchasing or acquiring furniture and/or equipment necessary to support the new position.

\* Per the Colorado Department of Revenue Taxpayer Service Division, a "Qualified School-to-Career Program" means a program that integrates school curriculum with job training, that encourages placement of students in jobs or internships that will teach them new skills and improve their school performance, and that is approved by one of the following:

- 1) The board of education of the school district in which the program is operating;
- 2) The State Board for Community Colleges and Occupations Education;
- 3) The Division of Private Occupational Schools created pursuant to S23-60-703, C.R.S.; or
- 4) The Colorado Commission on Higher Education.





## City of Aurora Jobs Rewards Program Application

### 1) General Business Information

Business/Company Name: \_\_\_\_\_

Business Industry Type and Description: \_\_\_\_\_

For Profit or Non-Profit: \_\_\_\_\_

No. of Years Operating in Aurora: \_\_\_\_\_

Number of Aurora Company Locations: \_\_\_\_\_

Addresses of Individual Locations: \_\_\_\_\_

Location and Address of Headquarters: \_\_\_\_\_

Business License Number(s): \_\_\_\_\_

Personal Property Tax Schedule No.(s): \_\_\_\_\_

Business Contact Name, Address & Phone No.: \_\_\_\_\_

Are you currently enrolled in or receiving incentives through any other City programs? If so, please list:

### 2) Job Growth

Total No. Full-time, Permanent Employees in Prior Year: \_\_\_\_\_

Total No. Part-time Employees in Prior Year: \_\_\_\_\_

No. of Full-Time and Permanent New Employees Hired/Planned to Be Hired in Current Year:

New Position(s) Title, Creation Date, Employee ID No Salary: \_\_\_\_\_

3) **Job Growth Related**

Did or will the hiring of new positions require any new construction or physical improvements to a new or existing facility? \_\_\_\_\_  
\_\_\_\_\_

If so, please briefly describe, including estimated cost if known, and attach any forms of evidence, such as permits, paid invoices, or other applicable items: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did or will the hiring of new positions require the purchase of any new furniture, fixtures or equipment?  
\_\_\_\_\_

If so, please briefly describe, including estimated cost if known, and attach any applicable paid invoices:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4) **Educational Related**

Does your company currently participate in a “Qualified School to Career Program” and if so, please describe:  
\_\_\_\_\_  
\_\_\_\_\_

For new employees described above, number of eligible employees enrolled, or to be enrolled in current year:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4a)

If not, please list any new furniture and/or equipment purchased or acquired to support the new positions and attach any applicable paid invoices: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please return the completed application via email, in person, or by mail, to the following:**

**Department of Development Services**  
**Attn: Melissa Rogers, Development Project Manager**  
15151 E. Alameda Parkway, Ste. 2300  
Aurora, CO 80012  
303-739-7130 / (Fax) 303-739-7136  
mrogers@auroragov.org

**Requested Attachments:**

The following information must be submitted with the application.

- Employment information (form attached)
- Copy of Business License
- Construction Use and City Property Tax
  - Copies of paid invoices, permits, lien releases or other applicable documents as evidence of construction or improvements related to creation of jobs.
  - Copies of paid invoices as evidence of purchases for any new furniture, fixtures or equipment related to creation of jobs.
  - Copy of real and personal property tax filings for current and prior year.
- Copy of OPT Returns for the current and prior year.
- Education/Qualified School to Career Program:
  - Copy of letter from approving organization certifying the program and citing the applicant/company as an approved participant. (see description on Page 1)
- In lieu of Educational Program: Copies of paid invoices as evidence of purchases for any new furniture and/or equipment related to creation of jobs.
- Certification (attached)



**Certification/Authorization**

I/we, the undersigned, certify that the above statements are true and that all information provided is a true and accurate representation. I/we understand that all information provided in this application will be held in strict confidence, to the extent provided by law, and will be used only in consideration of the program qualification and for no other purpose. If the application is accepted, all information contained herein will be retained in the program files. I/we, the undersigned certify that the above statements provided are true and accurate and that I/we are authorized to make this application on behalf of the applicant.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_