



ENTERPRISE ZONE CONTRIBUTION PROJECT APPLICATION TIMELINE

Thank you for your interest in becoming an approved Enterprise Zone Contribution Project in the Region 10 Enterprise Zone (EZ).

Additional information regarding EZ Contribution Projects can be found on the State's website at oeedit.colorado.gov/ez. Please review the State's website and if you feel your organization fits the criteria, please contact the Region 10 EZ Administrator to schedule a meeting to discuss your organization.

One of the most critical components to approval is the applicant's ability to "elicit a shift, create something, and accomplish" a defined economic development goal in the EZ. In other words, it is not the organization's operational status quo activities, but what the EZ Contribution Project will do that is new or different that will improve economic conditions in the EZ. We cannot stress enough that, while the organization's activities may contribute significantly to our quality of life, the goal of the EZ program is focused on job creation/retention and business expansion within the EZ boundaries.

The Region 10 EZ utilizes the following EZ Contribution Project approval process and timeline:

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| Initial Engagement | Potential Project applicant reaches out to Region 10 Enterprise Zone Administrator. EZ Administrator has initial meeting/conversation and provides program policies to the applicant. If the project is deemed eligible by the <u>EZ Administrator</u> , then an EZ Contribution Project application is released. |
| 1st Month | Applicant creates an account in the state's online Salesforce portal that hosts the Enterprise Zone Contribution Project database. Applicant completes the application and submits to the EZ Administrator. Region 10 EZ Administrator presents the Contribution Project to the Region 10 Board to reviews/provide guidance or denial to the applicant. Applicant asks for Letters of Support for the Contribution Project from local government (city/county) and the local community. Local government required; others are supportive. |
| 2nd Month | Applicant re-submits revised application to the EZ Administrator. Revised application is reviewed online by the <u>Statewide EZ Administrators in a Peer Review Committee</u> ; suggested revisions/guidance or denial may occur at this point EZ Administrator works with applicant to revise the application as per the guidance from the Peer Review and re-submits the application. |
| 3rd Month | Formal Statewide EZ Administrator Peer Review Committee meets for a final review of the project and vote to send to the Economic Development Commission or denial. State Economic Development Commission reviews at monthly meeting for approval or denial |

Please note that the timeframe above is an estimate and is meant to provide a general overview of the process and four layers of approval needed: EZ Administrator, Region 10 EZ Review Board, Statewide EZ Administrator Peer Review Committee, and State Economic Development Commission. There are many factors that may come into play to determine a project's timeline.

Also, please be aware that only Colorado taxpayers benefit from the tax credit; foundations typically do not need a tax credit. The State has asked that we notify potential projects up-front that we do retain a fee (currently 1% +\$1) for processing contributions, which are made through the Enterprise Zone Contribution Project program.

Please contact us concerning any questions or concerns you may have, or to schedule a meeting to discuss your organization, and the EZ Contribution Project application process.

June Deadline for July Approval

Enterprise Zone Contribution Project Application Approval Timeline

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| 5.26 | Project Presented to Region 10 Board for approval. |
| 6.20 | EZCP Application Submitted to Region 10 |
| 6.20-6.24 | Region 10 Reviews, Makes Suggestions and Ask Questions to Fine-Tune EZCP Application |
| 6.24 | EZ Project Submitted for Written Peer Review by 12 noon |
| 6.27-7.1 | EZ Admins Written Peer Review/Comment in Salesforce |
| 7.4-7.6 | EZ Admin works with Project to Revise for Final Peer Review Presentation |
| 7.7 | Peer Review Presentation to EZ Admins (Peer Approval) |
| 7.8-7.11 | Minor Edits/Updates made to Project by EZ Admin based off comments from Peer Review |
| 7.18 | EZ Peer Review Projects that were Approved Finalized and Printed in EDC's Monthly Agenda |
| 7.21 | EDC Monthly Meeting and Approval of Contribution Projects |

July Deadline for August Approval

Enterprise Zone Contribution Project Application Approval Timeline

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| 6.23 | Project Presented to the Region 10 Board for Approval |
| 7.18 | EZCP Application Submitted to Region 10 |
| 7.18-7.22 | Region 10 Reviews, Makes Suggestions and Ask Questions to Fine-Tune EZCP Application |
| 7.22 | EZ Project Submitted for Written Peer Review by 12 noon |
| 7.25-7.29 | EZ Admins Written Peer Review/Comment in Salesforce |
| 8.1-8.3 | EZ Admin works with Project to Revise for Final Peer Review Presentation |
| 8.4 | Peer Review Presentation to EZ Admins (Peer Approval) |
| 8.4-8.8 | Minor Edits/Updates made to Project by EZ Admin based off comments from Peer Review |
| 8.15 | EZ Peer Review Projects that were Approved Finalized and Printed in EDC's Monthly Agenda |
| 8.18 | EDC Monthly Meeting and Approval of Contribution Projects |

August Deadline for September Approval

Enterprise Zone Contribution Project Application Approval Timeline

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| 7.28 | Project Presented to the Region 10 Board for Approval |
| 8.15 | EZCP Application Submitted to Region 10 |
| 8.15-8.19 | Region 10 Reviews, Makes Suggestions and Ask Questions to Fine-Tune EZCP Application |
| 8.19 | EZ Project Submitted for Written Peer Review by 12 noon |
| 8.22-8.26 | EZ Admins Written Peer Review/Comment in Salesforce |
| 8.29-8.31 | EZ Admin works with Project to Revise for Final Peer Review Presentation |
| 9.1 | Peer Review Presentation to EZ Admins (Peer Approval) |
| 9.1-9.5 | Minor Edits/Updates made to Project by EZ Admin based off comments from Peer Review |
| 9.12 | EZ Peer Review Projects that were Approved Finalized and Printed in EDC's Monthly Agenda |
| 9.15 | EDC Monthly Meeting and Approval of Contribution Projects |

September Deadline for October Approval

Enterprise Zone Contribution Project Application Approval Timeline

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| 8.25 | Project Presented to the Region 10 Board for Approval |
| 9.19 | EZCP Application Submitted to Region 10 |
| 9.19-9.23 | Region 10 Reviews, Makes Suggestions and Ask Questions to Fine-Tune EZCP Application |
| 9.23 | EZ Project Submitted for Written Peer Review |
| 9.26-9.30 | EZ Admins Written Peer Review/Comment in Salesforce |
| 10.3-10.5 | EZ Admin works with Project to Revise for Final Peer Review Presentation |
| 10.6 | Peer Review Presentation to EZ Admins (Peer Approval) |
| 10.6-10.10 | Minor Edits/Updates made to Project by EZ Admin based off comments from Peer Review |
| 10.17 | EZ Peer Review Projects that were Approved Finalized and Printed in EDC's Monthly Agenda |
| 10.20 | EDC Monthly Meeting and Approval of Contribution Projects |

October Deadline for November Approval

Enterprise Zone Contribution Project Application Approval Timeline

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| 9.22 | Project Presented to the Region 10 Board for Approval |
| 10.17 | EZCP Application Submitted to Region 10 |
| 10.17-10.21 | Region 10 Reviews, Makes Suggestions and Ask Questions to Fine-Tune EZCP Application |
| 10.21 | EZ Project Submitted for Written Peer Review |
| 10.24-10.28 | EZ Admins Written Peer Review/Comment in Salesforce |
| 10.31-11.2 | EZ Admin works with Project to Revise for Final Peer Review Presentation |
| 11.3 | Peer Review Presentation to EZ Admins (Peer Approval) |
| 11.3-11.7 | Minor Edits/Updates made to Project by EZ Admin based off comments from Peer Review |
| 11.14 | EZ Peer Review Projects that were Approved Finalized and Printed in EDC's Monthly Agenda |
| 11.17 | EDC Monthly Meeting and Approval of Contribution Projects |

November Deadline for December Approval

Enterprise Zone Contribution Project Application Approval Timeline

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| 10.27 | Project Presented to the Region 10 Board for Approval |
| 11.14 | EZCP Application Submitted to Region 10 |
| 11.14-11.18 | Region 10 Reviews, Makes Suggestions and Ask Questions to Fine-Tune EZCP Application |
| 11.18 | EZ Project Submitted for Written Peer Review |
| 11.21-11.25 | EZ Admins Written Peer Review/Comment in Salesforce |
| 11.28-11.30 | EZ Admin works with Project to Revise for Final Peer Review Presentation |
| 12.1 | Peer Review Presentation to EZ Admins (Peer Approval) |
| 12.1-12.5 | Minor Edits/Updates made to Project by EZ Admin based off comments from Peer Review |
| 12.12 | EZ Peer Review Projects that were Approved Finalized and Printed in EDC's Monthly Agenda |
| 12.15 | EDC Monthly Meeting and Approval of Contribution Projects |