

BARREN COUNTY ECONOMIC AUTHORITY

Project Support Policy

The purpose of this policy is to create a process to be used by the Barren County Economic Authority as it considers whether to take action on a request for financial support from an organization, business or individual.

Only projects that meet the following project criteria will be taken into consideration:

- Any business engaged in one or more of the following activities:
 - Manufacturing
 - Distribution
 - Agribusiness
 - National or Regional Headquarters
 - Technology/Back Office Service Operations provided to a customer base that is 50% or more outside Barren County. This includes call centers, centralized administrative processing centers, research and development facilities, IT Technical Support
 - Other commercial projects that meet the criteria below may be considered if in the best interest of the community, i.e. retail, hospitality, tourism but may be subject to additional job creation and investment thresholds
- The project must create a minimum of 10 new full-time jobs
- Incurring eligible cost of \$100,000 or more including land, facility and equipment
- Have a minimum base pay of \$10.88 per hour and \$12.51 with benefits

The process for considering a project shall be as follows:

1. Requests that the BCEA provide project support shall be made in writing to the BCEA's Executive Director. This Written Request should include a comprehensive explanation of the project, the estimated economic impact, the action being requested of the BCEA, and any applicable time constraints.
2. The Executive Director shall immediately forward a copy of the request to the Chairman of the Board and the Administration/Personnel Committee.
3. The Executive Director shall decide if the requested project meets the guidelines for consideration as defined and approved by the BCEA.

4. Should the Executive Director determine that it would not be appropriate (as defined in Paragraph 3 above) for the BCEA to support the project, the Executive Director and Chairman of the Board shall send written notification of this decision to the person who submitted the Written Request. The Chairman of the Board shall provide the BCEA Board a copy of both the Written Request and the Executive Director's response at the next regular Board meeting.
5. Should the Executive Director determine that it would be appropriate (as defined above) for the BCEA to move forward with project support, and if the time constraints allow, it shall do the following:
 - a. The Executive Director will provide project profile and a copy of the written request to the Administrative & Personnel Committee.
 - b. The Committee shall review the project and prepare a recommendation to be distributed in advance of the next regular Board meeting to each member of the BCEA Board.
 - c. The agenda for that meeting shall include a vote on the written request.
 - d. Should the written request be approved, the Executive Director shall take the necessary steps needed to move the project forward.
 - e. Should the written request be disapproved, the Executive Director and Chairman of the Board shall send written notification of this decision to the person who submitted the written request.
6. Should the Executive Director determine that it would be appropriate (as defined above) for the BCEA to support the project, and if time constraints do not allow for the process above, and if the Executive Director, the Chairman of the Board, and other members of the Committee are unanimous that the written request should be approved, it shall do the following:
 - a. The Executive Director shall prepare the requested document for the signatures of both the Executive Director and the Chairman of the Board.
 - b. The requested document shall be provided to the party making the written request.
 - c. Copies of both the written request and the Executive Committee's response shall be mailed simultaneously to each Board member.
 - d. The agenda of the next regular Board meeting shall include a discussion of this action taken.