

RELOCATE GRANT



Visit Rapid City

ELEVATE

Elevate the Rapid City region for everyone

**SOUTH
DAKOTA**

GOVERNOR'S OFFICE OF
ECONOMIC DEVELOPMENT

Highly skilled and qualified workers are harder to come by than ever. The **Elevate Relocate Grant** is here to provide reimbursement dollars for Black Hills area employers that bring talent from outside South Dakota to live, work, and enjoy the Black Hills.



PROGRAM:

In partnership with The Governor's Office of Economic Development (GOED) to bring new talent into the Rapid City region, Elevate wants to support more businesses in offering relocation incentives to qualified individuals. Offering a relocation incentive can help cover moving expenses such as: moving coordination and travel to handle logistics, fees, and temporary storage of personal items, rental or housing assistance that would cover the cost associated with breaking a lease or making a security deposit on the new place, real-estate services or temporary housing.

Grant funds can be used towards the relocation incentive of no more than two new employees. Employers can apply for reimbursement of up to \$2,000 per new employee not to exceed 50% of the new employee's total incentive. The minimum grant amount is \$500.00. Maximum grant amount per employer of \$4,000.00. Grants are paid in \$500 increments. Grants are based on the availability of funds and are made on a first-come, first-served basis.

For more information contact: Samantha McGrath
605-718-8455 // samantha.mcgrath@elevaterapidcity.com

TERMS

To qualify for consideration, employers must be located in Rapid City or the Black Hills area (within 50 miles of Rapid City). Employers must not currently offer a relocation incentive. Date of initial application must be prior to any relocation incentive dollars for reimbursement are paid out to the new hire. To receive reimbursement employers are required to submit a signed letter of commitment by the new hire and proof of funds paid. The new hire cannot be a current resident of South Dakota. The new hire must take residence within 50 miles of Rapid City. The new hire must be fully qualified for the position with little to no additional training. New hire salary must be a competitive living wage. Employers are responsible for the recruitment of the new hire. Elevate has resources to help.

ELEVATE PROSPERITY INSIGHT CENTER

HOW TO APPLY

Applications under the Relocation Grant Program must be submitted on the prescribed form with all pertinent documentation provided. The application must be submitted electronically to: grants@elevaterapidcity.com.

CONTENTS OF APPLICATION

The application shall be completed with all requested information. Grants are based on the availability of funds and are made on a first come first served basis after all required information has been verified. Elevate Rapid City reserves the right to request additional information if it deems the application information is not sufficient to make a decision upon the grant. Any refusal by the applicant to fully cooperate with Elevate concerning any request for additional information may disqualify the program immediately.

TERMS AND CONDITIONS OF THE GRANT

Once an applicant has been successful in obtaining approval from the Elevate Grant Committee for a grant under the Elevate Rapid City Relocate Grant Program, the applicant shall execute a grant agreement which shall address the following conditions:

1. Maximum grant amount is \$4,000.00 for two new employees or \$2,000.00 for relocating one new employee. Minimum grant is \$500. All grants will be paid in \$500 increments.
2. The grant proceeds shall only be used for the purposes expressed within the Terms of this application.
3. The applicant certifies that the grant proceeds will constitute no more than fifty percent (50%) of the total cost of the relocation expenses.
4. Counsel or servicing agent for Elevate Rapid City shall prepare grant documents.
5. The relocation incentive shall be one hundred percent (100%) paid by employer within one (1) year of the date of grant approval by the Elevate Grant Committee, unless an extension for a maximum of six (6) months is approved.
6. The applicant shall keep and retain invoices, commitment agreement and other documents which shall clearly indicate how the grant proceeds were utilized toward relocation costs. Those documents shall be retained by the applicant during the life of the grant and shall be provided to Elevate Rapid City (or its servicing agent) upon request.
7. The grant proceeds shall be disbursed directly to the business upon the receipt of all verification documentation to satisfy the terms.
8. The applicant, by accepting the grant proceeds, or any part thereof, agrees to hold Elevate Rapid City, its Board, Committees, employees, and agents, harmless from any and all liabilities or claims caused by or resulting from the applicant's performance of the obligations or activities in furtherance of the project work or in the receiving of the grant funds. Further, the applicant will reimburse Elevate Rapid City for any judgments for findings which may be obtained against Elevate Rapid City resulting from the project work or the making of such loan. Further, the applicant agrees to defend against any such claims or legal actions if called upon by Elevate Rapid City to do so.
9. **CONFLICT OF INTEREST:** No employee of Elevate Rapid City, or members of their families, shall have any interest in, direct or indirect, or be eligible for this grant program. Elevate Rapid City Board members shall disclose any interest, direct or indirect, on loans Elevate is considering.
10. **PUBLIC ANNOUNCEMENT:** Please be advised that your company may be highlighted by Elevate Rapid City. Company proprietary or trade secret information WILL NOT be disclosed.

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APPLICATION INFORMATION	
Business/Employer Entity Name	
Industry	

PRIMARY POINT OF CONTACT			
Name			
Address		City, State, Zip	
Phone			
E-mail			

BUSINESS INFORMATION	
What attempts, if any, have been made to fill this position locally?	
Are there specific qualifications or certification needed for this position?	
Is this position a recurring need for your business?	<input type="checkbox"/> Yes <input type="checkbox"/> No
How many individuals do you wish to relocate?	
Does the business currently or in the past offered a relocation incentive?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has a candidate been identified?	<input type="checkbox"/> Yes <input type="checkbox"/> No
What position will this individual fill?	
What is the salary for this position?	<input type="checkbox"/> Hourly <input type="checkbox"/> Annual
What is the total relocation amount that will be paid per individual?	
Will you provide the incentive as a lump sum or pay over a period of time?	
Total amount of grant funds requested	

Signature

Date

For assistance completing this application or for more information contact:
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