

Appendix E

COVID-19 Capital Costs Tax Credit Program :

- July 2022: An online screening tool, created internally by ESD, will be in place at the beginning of July 2022. Potential applicants will be able to review the eligibility criteria and enter real information that will determine, based on the initial unverified information provided, whether an applicant will be eligible for the program.
- September 2022: The outside contractor selected will begin to review completed applications, and respond to applicants to confirm, or deny, eligibility for the program, or seek additional information if needed. It is anticipated that responses will go out to applicants within 5 days of receiving a complete application. If further review is needed to determine the eligibility of an application, the outside contractor will coordinate with ESD to make a decision.
- November 2022: The outside contractor will establish a platform that has the capability of issuing tax credit certificates to applicants.
- November 2022- December 2023 - The outside contractor selected will review and approve final documentation for approval of tax credits and the amounts to be included on tax credit certificates. Additionally, the outside vendor will create and share final reports for the overall program.