

**TITLE**

**OFFICE OF ECONOMIC VITALITY  
 COMPETITIVE PROJECT FUND POLICY**

**ORG. AGENCY**  
 Blueprint  
 Intergovernmental  
 Agency

112.01 REFERENCES

Section 212.055, Florida Statutes  
 Section 288.075, Florida Statutes  
 Section 288.106, Florida Statutes

112.02 STATEMENT OF POLICY

It shall be the policy of the Tallahassee-Leon County Office of Economic Vitality (OEV) that Policy No. 112, “Competitive Project Fund Policy” be adopted by the Leon County – City of Tallahassee Blueprint Intergovernmental Agency Board of Directors to enable competitive economic development project funding to induce business expansion, location, or relocation in Leon County, resulting in capital expenditure and job creation, by providing gap funding to cover the following expenditures:

- Land and infrastructure improvements.
- Development of workforce pipeline and upskill training for employees.
- Research and development costs, which may include additional infrastructure, grant matching funds, licensing, and other expenses subject to approval by the Competitive Projects Cabinet and the IMC or the IA Board.
- Other incentives for the Competitive Project, as approved by the Competitive Projects Cabinet and the IMC or IA Board.

112.03 AUTHORITY

The Tallahassee-Leon County Office of Economic Vitality shall serve as the economic development agency of record for Tallahassee-Leon County, as defined in section 288.075, Florida Statutes, and shall manage all economic development incentive programs, as approved by the Leon County – City of Tallahassee Blueprint Intergovernmental Agency and the State of Florida.

112.04 SCOPE

This policy applies to the Competitive Projects Cabinet, the Office of Economic Vitality, and its respective departments, divisions, related activities, supervisors, and employees in carrying out those responsibilities they are charged with in administering the affairs of the Agency.

# COMPETITIVE PROJECT FUND POLICY

## 112.05 DEFINITIONS

Competitive Project: A Competitive Project is an economic development project involving either an expansion, location, or relocation of a business entity to Tallahassee – Leon County, wherein the business entity has the option to locate in different states or municipalities within the state of Florida. These projects are competitive because they typically rely upon the provision of incentives to win the project among competing jurisdictions in other cities or states.

Competitive Projects Cabinet: The Competitive Projects Cabinet was established by Resolution 2018-01 of the Blueprint Intergovernmental Agency Board of Directors to review Competitive Projects and staff recommendations for financial or non-financial incentives prior to each Competitive Project being submitted to the IA Board for acceptance or approval, as appropriate.

Competitive Project Fund: The Competitive Project Fund is created within the OEV Capital Projects Budget to serve as the budget item and policy for funding competitive economic development projects that arise on a yearly basis. This Fund is intended to respond to the dynamic environment of Competitive Projects in Tallahassee – Leon County, and is not a tax reimbursement or grant fund. The Competitive Projects Cabinet will review and decide upon Competitive Project Fund Requests in accordance with the Office of Economic Vitality Competitive Projects Cabinet Bylaws, Policies, and Procedures.

Director of Planning, Land Management and Community Enhancement (PLACE): The individual responsible for managing and directing the Tallahassee – Leon County Planning Department, Blueprint Intergovernmental Agency and the Office of Economic Vitality, reporting directly to the Intergovernmental Management Committee or their Designees.

Intergovernmental Agency (IA) Board: The Leon County – City of Tallahassee Blueprint Intergovernmental Agency Board of Directors consisting of the City of Tallahassee Commissioners and Leon County Commissioners.

Intergovernmental Management Committee (IMC): A committee consisting of the City Manager and County Administrator, as provided for in the Interlocal Agreement.

Office of Economic Vitality Director: The individual responsible for carrying out the implementation of the Blueprint 2020 Economic Development Programs and the OEV programs, reporting directly to the Director of PLACE.

## COMPETITIVE PROJECT FUND POLICY

### 112.06 COMPETITIVE PROJECT FUND PROCEDURES

As part of its review and recommendation of a Competitive Project to the IA Board and/or the IMC, the Competitive Projects Cabinet will be responsible for recommending the expenditure of Competitive Project Funds as required under the Office of Economic Vitality Competitive Projects Cabinet Bylaws, Policies, and Procedures.

1. The Competitive Projects Cabinet will recommend that the IA Board approve expenditures on recommended Competitive Projects with financial and non-financial incentives greater than \$500,000.
2. The Competitive Projects Cabinet will recommend that the IMC approve expenditures on recommended Competitive Projects with financial and non-financial incentives less than \$500,000.

### 112.07 EFFECTIVE DATE

This policy will become effective July 9, 2020, pending approval of the Leon County – City of Tallahassee Blueprint Intergovernmental Agency.

Revised: August 24, 2023