



## **ATHENS ECONOMIC DEVELOPMENT CORPORATION WORKFORCE DEVELOPMENT GRANT PROGRAM**

### **Section 1. Purpose**

The purpose of this grant program is to provide funding for workforce development training to employers located in the City of Athens. Through this program employers will have the opportunity to obtain training for new employees as well as incumbent staff members. A partnership with Trinity Valley Community College provides the opportunity to offer standard, as well as customized courses for local employers. There are caps per employee or partial funding available which can create a gap in funding. Through this grant program, the AEDC will provide financial support to bridge the funding gap for employers to ensure their employees receive necessary training.

### **Section 2. Grant Uses**

- A. **EMPLOYERS WITH <100 EMPLOYEES:** After funding is exhausted through Texas Workforce Commission (TWC). AEDC can provide up to 50% of the costs per employee for a training course approved by AEDC.
- B. **EMPLOYERS WITH >100 EMPLOYEES:** Funding through ETCOG Incumbent Worker Program (IWP) is capped at 25% per employee therefore AEDC is willing to support funding for approved of training up to 50% of the costs per employee for a training course approved by AEDC.
- C. **CHILDCARE CENTERS:** Funding for an accredited Higher Education entity is available for employees that work at least 20 hours a week. An employee can receive a maximum of \$1,000 per semester for no more than two semesters: pending Board approval.

### **Section 3. Application & Approval**

Applications must be made on the form provided by AEDC and may be obtained at the Athens Partnership Center, 201 W. Corsicana Street, Suite 3, Athens, Texas 75751 or on the AEDC website at [www.athenstexasedc.com](http://www.athenstexasedc.com) or by emailing [dmeredith@athenstx.gov](mailto:dmeredith@athenstx.gov). **All applications must be submitted on or before May 1, 2026.**

- A. Businesses must be located and operate inside the City Limits of Athens.
- B. The number of employees must be confirmed through payroll records (Qtrly reporting documentation) and must work as a part of the Athens location operations.

- C. GRANT REQUIREMENTS: AEDC will screen applicants for each type of program. Grant recipients will be required to pay for the cost of the training classes upfront. AEDC will reimburse at rate listed for verified participation.

Childcare Center scholarships will be awarded with a contract that details the work requirements, and the maintenance of a 2.5 GPA or student will be responsible for reimbursing the AEDC for all tuition paid. **All courses must be completed and documentation received by the AEDC by August 31, 2026.**

#### **Section 4: Restrictions**

- A. Employers < 100 employees must take advantage of any funding available through Texas Workforce Commission or Federal Programs first. Funding through AEDC is available in addition to other exhausted funding.
- B. Employers > 100 employees must take advantage of any funding available through Texas Workforce Commission, East Texas Council of Governments or any other Federal programs first. Funding through AEDC is available in addition to other exhausted funding.
- C. Childcare Centers: Funding for accredited higher education courses applicable to a certified program or associates degree. These applicants will be considered on a case-by-case basis.
- D. The grant is a reimbursement based on documented expenditures. All grant terms will be governed by the Performance Agreement between the AEDC and the grantee.
- E. Grant funding will be limited to one (1) grant to an applicant or joint applicant during a Fiscal Year.
- F. Home-based businesses are not eligible.
- G. Applicants, business and/or properties which have outstanding financial obligations to AEDC or the City of Athens, such as liens, court fines, city utility bills, or delinquent property taxes are not eligible.
- H. A valid Certificate of Occupancy must be issued to the Business.
- I. Applicant may not knowingly employ an undocumented worker as defined by law.
- J. Training may not commence prior to the execution of a grant agreement with AEDC Board.
- K. The applicant shall fully comply with all local, state federal laws.

## **Section 5. Evaluation of Applications**

- A. AEDC reserves the right to approve or deny any grant applications with or without justification.
- B. AEDC reserves the right to utilize outside resources it deems necessary for assistance in its decision-making process.
- C. AEDC reserves the right to waive any requirement(s) herein contained, and/or add any requirements it deems appropriate in making its determination of approval or disapproval of a grant application.

## **Section 6. Funding**

- A. Applicants shall provide AEDC with written documentation certifying the training program has been attended by each individual employee as well as proof of full payments for said training in accordance with the application, approval and grant agreement.
- B. AEDC will review the documentation and request additional information if needed and notify the Applicant of compliance or items of non-compliance. Failure to correct the items of non-compliance within thirty (30) days of notice thereof shall be cause for default on the grant agreement.
- C. Once the AEDC Board of Directors finds the training has been completed and the Director of Finance of the City of Athens is satisfied that all required documentation has been submitted, payment of the grant funds will be made.