**FINAL REPORT**

**COMMONWEALTH’S DEVELOPMENT OPPORTUNITY FUND**

**PROJECT SUMMARY:**

|  |  |
| --- | --- |
| Project |  |
| Location |  |
| Amount of Grant |  |
| Performance Date |  |

**PROJECT PERFORMANCE:1**

|  |  |  |  |
| --- | --- | --- | --- |
| **Performance Measurement** | **Target** | **As of \_\_\_** | **% Complete** |
|  |  |  |  |
| **New Jobs** (over \_\_ baseline)2 | 30 |  |  |
| **Remote Workers**3 (please indicate if any of the new jobs are remote workers as defined below) | Yes | No | N/A |
| **Capital Investment** (provide breakdown below)4 | $24,625,000 |  |  |
| **Average Annual Wage** | 15 jobs @ $50,268  15 jobs @ $32,240 |  | N/A |
| **Standard Fringe Benefits** (check one) | Yes | No | N/A |

1Final, actual performance will be reported on VEDP’s public reporting website.

2Attach the Company’s Quarterly Payroll Reports (Form FC-20) filed with the Virginia Employment Commission for the quarters ended December 31, 2024, March 31, 2025 and June 30, 2025.

3Remote workers are defined as residents of other states; these workers may have hybrid schedules but must physically report to the company’s Virginia facility at least three days per week. Residential zip codes of non-resident employees must be provided by the company and will be used to verify that these workers reside within a reasonable commute (one hour or less drive time) from the Virginia facility. Fully remote workers with a residence outside of Virginia may not be included.

4Data will be verified using records from the Commissioner of the Revenue and invoices.

|  |  |
| --- | --- |
| **Capital Investment Breakdown** | **Amount** |
|  |  |
| Land | $ |
| Land Improvements | $ |
| New Construction or Expansion | $ |
| Renovation or Building Upfit | $ |
| Production Machinery and Tools | $ |
| Furniture, Fixtures and Equipment | $ |
| Other | $ |
| **Total** | **$** |

**LOCAL MATCH:**

|  |  |
| --- | --- |
| Committed | Expansion/Relocation Cost Reduction (ERCR) Incentive Grant - $537,448 |
| Actual |  |

**COMMENTS:**

Discuss the project status or the importance of the project to the locality and the region.

**TO BE CERTIFIED BY AN OFFICER OF THE COMPANY:**

I certify that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Official Title

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**TO BE CERTIFIED BY A REPRESENTATIVE OF THE LOCALITY:**

I certify that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Locality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Official Title

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return to:

Sujin Kim

Incentives Reporting Manager

Virginia Economic Development Partnership

804-545-5728

[skim@vedp.org](mailto:skim@vedp.org)