

Pre-Application - Applicant Process

The screenshot shows the 'Express Pre-Application Process' form for MEDC. At the top is the MEDC logo. Below it, the title 'Express Pre-Application Process' is centered. A paragraph explains that MEDC is here to help the applicant succeed and that completing the form will result in a proposal review within two business days. The form contains three questions, each with 'Yes' and 'No' radio button options:

- *Has your company (or parent company) been in business longer than 3 years?
☐ Yes
☐ No
- *Is your company a 2nd stage growth company (beyond startup phase or no longer considered a 'start-up')?
☐ Yes
☐ No
- *Do you have financing or capital in place to complete the project?
☐ Yes
☐ No

At the bottom left is a 'Cancel' link, and at the bottom right is a 'Next' button. A callout box on the right side of the form states: 'All question need to be answered Yes to proceed. If no, a message will show pointing the applicant to the Service Center contact information and the Incentives Resource Filter on the website.'

Applicant answers questions and clicks Next

- If any answer is No when the applicant clicks Next a message will show pointing the applicant to the Service Center contact information and the Resource Filter screen (see the two screenshots below)

The screenshot shows a dark blue banner with the text 'EXPRESS PRE-APPLICATION SUBMISSION: NOT ELIGIBLE' in white. Below the banner, the heading 'THANK YOU FOR YOUR SUBMISSION' is displayed. The main text reads: 'We value your time and appreciate getting to know more about your company and project. Based on the information submitted, MEDC-specific incentive program eligibility has **not** been met by your project at this time. If you have any questions, please reach out to MEDC [via email](#) or by calling 888.522.0103 to discuss what other assistance can be offered.' A final paragraph states: 'In the meantime, you can learn more about MEDC programs and services by answering a few additional questions below. Based on your answers, MEDC will match you to tools and resources that can further assist your business.'

What can MEDC help you with?



Incentives and tax credits to grow or expand



Funding support



Relocate or expansion services



Connect with others in my industry



Leadership training/support



Increase sales



Find talent

[View complete list](#)

If yes is answered for all three questions, applicant clicks Next and the pre-application will show as one screen (see the screenshots below)



**MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION**

Express Pre-Application Process

MEDC is here to help you succeed. Please complete our Express Pre-Application process by answering and submitting the questions below. If your project meets our incentive requirements, our business development team will have a proposal for you to review within two business days.

Company Information

* First Name

* Last Name

* Email Address

* Phone Number

* Company

* Country

Select an Option

* Street Address

City

State/Province

Zip/Postal Code

Project Information

* Project NAICS

Enter the NAICS for this project. Example: if your primary business is Manufacturing, but this project is to locate your Headquarters, please use Headquarters NAICS

* Have you identified a Michigan site for your Project?

- ☐ Yes
☐ No

If applicant selects yes, the address fields will show up (see insert below Are you considering... field)

* Narrative of Project

Provide a narrative of the project. If applicable, include the proposed construction, rehab, and site improvements (investment); the # of buildings renovated or constructed, building(s) size (total square footage & # of stories), end use(s), and square footage mix.

* Are you considering other states? If so, explain why. Are there other project alternatives?

If applicant selects yes to the site identified question, the fields below will be presented. If applicant selects no, Narrative of Project will be the applicants next field to populate

* Have you identified a Michigan site for your Project?

- ☒ Yes
☐ No

* Project Street Address ⓘ

* Project City ⓘ

* Project Zip Code ⓘ

* Project (Michigan) County ⓘ

Select an Option ▼

Regarding Project (Michigan) County, TBD is an option (see below)

* Project (Michigan) County ⓘ

Select an Option ▼

- Saginaw
- Sanilac
- Schoolcraft
- Shiawassee
- St. Clair
- St. Joseph
- TBD
- Tuscola

New Jobs Created and Investment - these fields are not required – when a number is entered into the New Jobs Created field the Average Hourly Wage field will become required (example is shown under the screenshot below)

Jobs

New Jobs Created - Unskilled [?]

Average Hourly Wage - Unskilled Jobs [?]

New Jobs Created - Skilled [?]

Average Hourly Wage - Skilled Jobs [?]

New Jobs Created - Professional [?]

Average Hourly Wage - Professional Jobs [?]

Investment

Land [?]

New Construction/Renovation/Leasehold Improvements [?]

Personal Property (e.g. machinery equipment and/or furniture and fixtures) [?]

Cancel Submit

© 2021 Michigan Economic Development Corporation
www.michiganbusiness.org

Example of when the fields are required. Since there is a number entered in the first New Jobs Created field, the average hourly wage field is now required. This is the trigger for all the job fields in this section once information is entered.

Jobs

New Jobs Created - Unskilled [?] 14 * Average Hourly Wage - Unskilled Jobs [?]

New Jobs Created - Skilled [?]

Average Hourly Wage - Skilled Jobs [?]

New Jobs Created - Professional [?]

Average Hourly Wage - Professional Jobs [?]

Total Jobs 14 **As information is entered the Totals will auto calculate** Total Average Hourly Wage \$0.00

Investment

Land [?] \$500,000

New Construction/Renovation/Leasehold Improvements [?]

Personal Property (e.g. machinery equipment and/or furniture and fixtures) [?]

Total Investment \$500,000.00 **As information is entered the Totals will auto calculate**

Cancel Submit

© 2021 Michigan Economic Development Corporation

Once applicant has completed entering the information on the potential project, they will need to click submit (**all information will need to be entered in one setting, applicants cannot save and come back**) After submission the applicant will see the screen below



EXPRESS PRE-APPLICATION SUBMISSION

YOUR SUBMISSION IS COMPLETE!

Thank you for your Express Pre-Application submission and your interest in growing your business here in Michigan. MEDC will review your submission and respond back to you within two businesses days.

In the meantime, if you have any questions, please reach out [via email](#) or by calling 888.522.0103.

MEDC offers a variety of [programs and services](#) to help businesses grow and expand in Michigan. Read more in our [success story](#) library.



Josh Hundt

Chief Business Development Officer &
Executive Vice President

FEEDBACK