

Sample District Email

Dear Superintendent or Business Manager:

Our records indicate that your district participates in one or more tax increment reinvestment zones (TIRZs). We are requesting the necessary information to calculate 2023-2024 supplemental payments to reimburse your district for any loss in collections due to the tax rate compression of House Bill 1, 79th Legislature, Third Called Session.

Please complete the attached survey for each active TIRZ project in your school district.

Please read the “Instructions” tab in the worksheet. You will need to verify each line, paying special attention to the participation level and tax rates. Once you have completed this form, attach the necessary recap documents from your tax assessor collector and signature confirming the values and e-mail them to taxprograms@tea.texas.gov.

We will process supplemental payments in batches based on the date received. Completed forms must be received by the 15th of the month to allow for adequate review and to be processed for payment the following month. For example, forms received by May 15 will be processed in June, and so on.

If you have any questions, please call (512) 463-6313 or email taxprograms@tea.texas.gov.