



For Office Use Only	
Deposit Date	
Deposit #	
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Check Amt.	
Initials	

Quality Jobs Program Application

PLEASE TYPE (all fields required)

Project Numberⁱ _____

Business Information

Business Name _____ (as it should appear on the contract) Year Established in Louisiana _____

Physical Address _____

City _____ State _____ Zip Code _____ Parish _____

Mailing Address _____

City _____ State _____ Zip Code _____

Phone Number _____ Ext _____ Fax Number _____

Website Address _____ Fiscal Year _____

Federal Tax ID # _____ LA Unemployment Insurance ID #'s _____

LA Department of Revenue ID # _____ NAICS Code (assigned by LWC) _____

Ownership Type: Corporation LLC General Partnership S-Corporation LP Non-Profit Organization

Is the project located within city limits? Yes No Project Type: New Expansion

Provide a description of this project _____

Primary Qualification

Listed below are the business types eligible to participate in the Quality Jobs Program. The applicant business must be identified by at least one of the following to qualify for participation. (Supporting documentation may be required)

1. Is the business a manufacturer, as defined by **North American Industry Classification System**ⁱⁱ (NAICS) codes 113310, 211, 213111, 541360, 311-339, 511- 512, and 54171, as the employer's primary function? Yes No
2. Is the business an oil and gas field service business, as defined in North American Industry Classification System (NAICS) code 213112, which has **new direct jobs**ⁱⁱⁱ that pay not less than thirty thousand dollars per Year, and meet the health insurance benefits required under this Paragraph, and have Louisiana as the national or regional headquarters of a multistate business whose service territory includes at least Louisiana and the Gulf of Mexico? Yes No
3. Does the business have, or will have within one year, sales of at least fifty percent of its total sales:
 - to out-of-state customers or buyers, or
 - to in-state customers or buyers if the products or service is resold by the purchaser to an out-of-state customer or buyer for ultimate use, or
 - to the federal government? Yes No
4. Is the business located in a distressed region as designated by the Department of Louisiana Economic Development? A distressed region shall be either of the following: (Check which applies)
 - [] A parish which is within the **lowest twenty-five percent of parishes**^{iv} based on per capita income (List parish: _____)
 - [] A **census tract block group**^v that is below the state median per capita income, based upon the latest federal decennial census. (List census tract block group: _____)

5. Is the business identified in one of the following industries? (If you select one of these, you **must** attach a detailed explanation of your operation – LED must certify these industry types)
- Biotechnology, biomedical, and medical industries serving rural hospitals
 - Software, auto regulation, Internet, and telecommunications technologies
 - Micro-manufacturing
 - Environmental Technology
 - Food Technology
 - Advanced Materials

If the applicant business is not identified by at least one of the 5 Primary Qualifications listed above, then the business may not be eligible to participate in the Quality Jobs Program and may want to consider applying for the **Enterprise Zone Program**^{vi}. (See list of **ineligible businesses**^{vii} that cannot participate in the program regardless of location.)

Supplemental Questions

1. Is the business affiliated through common ownership with any other group doing business in Louisiana? Yes No
*If yes, list below the legal name(s) and location(s) of these businesses including **all** unemployment insurance numbers (UI#).*
-
2. Are any of the business activities covered by this application associated with:
- a. The purchase or other acquisition of another business? Yes No
 - b. Hiring employees or creating jobs that were previously provided to the business under a temporary labor service, contract employee, staffing agency, or other type of employee service? Yes No
- If yes to a or b above explain below in detail (attach separate sheet if necessary)*
-
3. Are the new direct jobs proposed by this application related to a contract acquired to supply similar goods or services that another business or location within Louisiana was previously contracted to supply? Yes No
If yes, explain below in detail (attach separate sheet if necessary)
-
4. Has the business or an affiliate business location within the state closed or reduced employment within the immediate 12 months prior to the contract effective date? Yes No
If yes, list below the location(s), number of employees lost at each location and the date closed including UI#'s.
-
5. Has the business or any affiliates received, applied for, or considered applying for any other state incentive(s)? Yes No
If yes, list below any such incentive(s)/program(s) and the date applied for?
-
6. Has the business or any **affiliates**^{viii} received, applied for, or considered applying for a license to conduct gaming activities? (The Board of Commerce and Industry has adopted rules prohibiting any gaming on the site of, or related to the operation of, a business participating in one of the incentive programs) Yes No
If yes, attach a detailed explanation including the name of the entity receiving or applying for the license, the relationship to the business if an affiliate, the location, and the type of gaming activities.

Estimated Investments/Jobs/Payroll

In the chart below provide the companies' estimated values for each item. Note: If you have investment cost's involving contractual/construction, you must give an estimate of the jobs created, and the total respective payroll amount.

Estimated Investments Costs		Estimated Number of Jobs		Estimated Payroll	
Building & Material	\$	Existing (state-wide, including all affiliates)		Existing (Annual)	\$
Machinery & Equipment	\$	New Direct Jobs (10-year total)		New (10-year total)	\$
Labor & Engineering	\$	Construction Labor ^{ix}		Construction Labor	\$
Total Investment	\$				\$

Contract Effective Date

Contract Effective Date ^x (month/day/year) _____

Please be aware that if you are seeking **local sales tax rebates**, ^{xi} Business Incentive Services must receive the endorsement resolution from the local governing authority prior to the application receiving approval from the Board of Commerce and Industry.

FEE Calculation

In the chart below indicate the anticipated new direct jobs for each year of the contract and the respective payroll. The cumulative annual gross payroll is to reflect any year's new payroll plus the previous years' payroll including a 2% increase (for example, multiply column (3A X 1.02) + 2B = 3B). A value must be indicated in column 3, A-J. Make sure to total column 3, A-J for the Total Estimated 10 year cumulative annual gross payroll.

	Year	(1) Number of New Direct Jobs created (Created Annually)	(2) Annual Gross Payroll (For respective year's New Direct Jobs)	(3) Cumulative Annual Gross Payroll (Include 2% cumulative increase annually)
A	20____		\$	\$
B	20____		\$	\$
C	20____		\$	\$
D	20____		\$	\$
E	20____		\$	\$
F	20____		\$	\$
G	20____		\$	\$
H	20____		\$	\$
I	20____		\$	\$
J	20____		\$	\$
	Total New Direct Jobs →		Total Column(estimated 10-year cumulative annual gross payroll) →	**\$

*Estimated 10 year Cumulative Annual Gross Payroll (**Total from previous chart)

**\$ _____

X 0.06

= (a) Estimated 10 year payroll rebate

= \$ _____ (a)

Is the company seeking sales and use tax rebates or the investment tax credit?
If yes enter values for (b) & (c), if no enter "0"

Yes No

(b) Estimated State Sales/Use Tax Rebate (or Investment Tax Credit)

\$ _____ (b)

(c) Estimated Local Sales/Use Tax Rebate

\$ _____ (c)

= Total Estimated Rebates (a + b + c)

= \$ _____

X 0.002

= **Application Fee: (Minimum \$200 --- Maximum \$5,000)**

= \$ _____

(Make check payable to Louisiana Economic Development-make sure to include project number on check)

Mail to: Louisiana Economic Development
Business Incentives
P.O. Box 94185
Baton Rouge, LA 70804-9185

BUSINESS LEGAL STRUCTURE (attach additional sheets if necessary)

If an LLC, list the names and the LA Dept of Revenue tax identification number or social security number for all LLC members.

Legal Name	LA Department of Revenue Identification Number or SSN#

SCHEDULE 1 - If seeking sales and use tax rebates or the investment tax credit, list *Affiliates* of the contract holder that made purchases for this project or reporting depreciable assets on their federal tax return.
(do not list your construction contractors)

Legal Name	LA Department of Revenue Identification Number

Contact Information

Contact Type: Business Consultant Other

Prefix _____ First Name _____ MI _____ Last Name _____ Suffix _____

Contact Person's: Title _____ Company name _____

Mailing Address1 _____ Mailing Address 2 _____

City _____ State _____ Zip Code _____ - _____

Phone Number 123-456-7898 Ext _____ Email Address _____

Certification

Must have legal authority to sign this application. (include documentation authorizing this individual to sign this application)

The undersigned authority hereby certifies that:

_____ , _____
Name Title

of _____ has examined the information contained in this application, and
Company

certifies that all the information given to be true and correct,

_____ Printed/Typed Name
Original Signature/Title

ⁱ Project Number

The number that was assigned to the project, which can be found on the advance acknowledgement letter. This number becomes the contract number after the Board of Commerce and Industry approves the application.

ⁱⁱ NAICS

North American Industrial Classification is a number that the Federal Government and the Louisiana Workforce Commission use to identify specific industries. Please contact the Louisiana Workforce Commission (LWC @ 866-783-5567) to determine the business's registered code (this code must be registered with LWC).

ⁱⁱⁱ New Direct Jobs

Employment at a Louisiana site:

1. An employee
 - a. whose domicile is in the State of Louisiana;
 - b. working the average hours per week required by §1105; and
 - c. who prior to the Contract Effective Date was not on the payroll in Louisiana of;
 - i. the Employer;
 - ii. the Employer's parent entity, subsidiary, or Affiliate; or
 - iii. any business whose physical plant and employees were or are substantially the same as those of the Employer unless either:
 - (a). there has been an arm's length transfer of ownership between unrelated companies (not Affiliates), and either the location has been out of operations for at least three months; or
 - (b). the Secretary determines that the jobs would have likely been lost to the State absent the transfer (under such circumstances jobs at the re-opened plant are deemed not to have previously existed for purposes of paragraph 2.b. below);
2. In a job (a position of employment) that
 - a. is with an Employer that has qualified for the incentive rebate;
 - b. did not exist in this state prior to the advance notification being filed by the Employer with the Department pursuant to the provisions of R.S. 51:2455; and
 - c. is not part of the Employment Baseline.
 - d. is based at the Project Site, as determined by the Department considering the employee's physical work site, the site to which the employee reports or which administers the employment, the site from which the Employee receives work, and the nature of the business.
3. The following jobs are not New Direct Jobs:
 - a. Jobs created as a result of the Employer securing a contract to supply goods and services in the State of Louisiana, if another business was under an obligation to supply the same goods and services from a facility located in Louisiana and such obligation was terminated within three months prior to creation of the job by the Employer.
 - b. Jobs transferred, or jobs associated with work or sales transferred, from other Louisiana sites as a result of the Employer (including Affiliates) acquiring a business operation, or substantially all of its assets, and continuing the business operation.

^{iv} Parishes that are in the lowest 25% of per capita income (currently based on the 2000 decennial census)

Louisiana Per Capita Income	\$16,912
Parish	Per Capita Income
Lowest 25% Parishes	
East Carroll Parish, Louisiana	\$9,629
Madison Parish, Louisiana	\$10,114
Evangeline Parish, Louisiana	\$11,432
Winn Parish, Louisiana	\$11,794
Concordia Parish, Louisiana	\$11,966
St. Landry Parish, Louisiana	\$12,042
Red River Parish, Louisiana	\$12,119
Avoyelles Parish, Louisiana	\$12,146
West Carroll Parish, Louisiana	\$12,302
St. Helena Parish, Louisiana	\$12,318
Bienville Parish, Louisiana	\$12,471
Richland Parish, Louisiana	\$12,479
Catahoula Parish, Louisiana	\$12,608
Tensas Parish, Louisiana	\$12,622
Franklin Parish, Louisiana	\$12,675
Washington Parish, Louisiana	\$12,915

v Census tract block group (CTBG) below the state median per capita income

Use American Factfinder

(http://factfinder.census.gov/servlet/AGSGeoAddressServlet?_lang=en&_programYear=50&_treeld=420) to establish the census tract block group and parish. Once determined, refer to the list of the CTBG (**click here for list**) that are below the state median per capita income of \$16,912.

vi Enterprise Zone Program (Click here for more information – bring to EZ section of the LED website)

vii Ineligible list of businesses

The following employers or persons shall not be eligible for this program:

1. Retail employers identified by NAICS Code Sections 44 and 45;
2. Business associations and professional organizations identified by NAICS Code 8139;
3. State and local government enterprises;
4. Real estate agents, operators, and lessors;
5. Automotive rental and leasing;
6. Local solid waste disposal, local sewage systems, and local water systems businesses;
7. Nonprofit organizations, unless the Department determines that the New Direct Jobs created by the organization would have a significant impact on Louisiana;
8. Employers engaged in the gaming industry identified by NAICS Code Sections 713210 and 721120; and
9. Attorneys.

viii Affiliates

1. Any business entity that is:
 - a. controlled by the employer;
 - b. a controlling owner of the employer; or
 - c. controlled by an entity described in Subparagraph a or b;
2. Control, for purposes of this definition, means owning either directly or indirectly through control of or by another business entity:
 - a. a majority of the voting stock or other voting interest of such business entity or the employer; or
 - b. stock or other interest whose value is a majority of the total value of such business entity or the employer;
3. A controlled or controlling business entity will be deemed a non-affiliate (not an affiliate) if the department determines that neither the employer nor any of its controlling owners exercise authority over the management, business policies and operations of the business entity.

ix Construction jobs

Estimated number of external sources or individuals used to construct, install or prepare the project and/or project area and the respective payroll

x Contract Effective Date

The contract effective date is either:

1. The date the Advance Notification and fee was filed (can be found on the advance acknowledgment letter), or
2. A date selected by the company on its QJ Application, equal to or later than the Advance Notification date, after which date benefits can be generated for net new jobs created and additional investment incurred.

xi Local sales tax rebates – contact your local governing authority for more information