



**2010  
VIRGINIA ENTERPRISE ZONE GRANT PROGRAM  
Job Creation Grant Qualification Form**

Form EZ-JCG

Print on 8½"x 11" paper.  
Read the 2010 Job Creation Grant Instruction Manual before completing this form.

**PART I: BACKGROUND INFORMATION**

1. Business Firm Legal Name		2. Trading Name, if Different than Legal Name		3. Date Bus. began Operation in Zone / /	
4. Federal Employment ID# (FEIN)				5. Activity # (First three digits of the NAICS. See Instruction Manual.)	
6. Physical Address of Zone Establishment				City/County/Town	
7. Type of Application <input type="checkbox"/> Standard <input type="checkbox"/> High Unemployment Area (HUA)			8. Type of Job Creation Made by the Applicant <input type="checkbox"/> Expansion of an existing firm <input type="checkbox"/> New firm (start up) <input type="checkbox"/> Relocation of a firm from outside Virginia <input type="checkbox"/> Relocation and expansion of a firm within Virginia <i>Note: Firms cannot apply if simultaneously closing facility in Virginia or if not creating net new (to Virginia) permanent full-time positions.</i>		
9. Federal Employment ID# (FEIN) of Parent Company			10. If the Firm is a Subsidiary, Name of the Parent Company		
11. Zone Name		12. Zone #	13. Zone Designation Date / /	14. Name of Local Zone Administrator	
15. Signature of Local Zone Administrator verifying that physical address listed on EZ-JCG Part I item 6 is in the enterprise zone identified in item 11 above and if marked as a HUA application is eligible to be processed as such.					
Date					

**PART II: QUALIFICATION INFORMATION**

In order to calculate the number of grant eligible employees and determine the applicable grant amount, please complete the JCG Worksheet prior to completing this section. Values on the JCG Worksheet are used to complete #4 and #5 below (indicated in italics below).

- Grant is requested for calendar year 2010. 2. Check year of qualification.  YR 1  YR 2  YR 3  YR 4  YR 5
- Base calendar year used by the business firm \_\_\_\_\_ (YYYY). *The base year remains the same for the five years of qualification.*
- New Job Creation** (Note: PFTP = Permanent full-time position.)

**All documented jobs must exclude positions in retail, food and beverage, and personal service.**

A. # of all equivalent PFTP filled by the firm during the BASE year. <i>(Sheet 2 of JCG Worksheet, Cell B3)</i>	A.
B. # of all equivalent PFTP filled by the firm during the GRANT year. <i>(Sheet 2 of JCG Worksheet, Cell B4)</i>	B.
C. Increase in the # of equivalent PFTP created over the base year. Subtract line (A) from line (B).	C.
D. Net new jobs created over four net new job threshold. Subtract 4 from line (C). <i>Note: If line (C) is equal to or less than 4, the firm will not qualify for job creation grants.</i>	D.

**5. Grant Eligible Employees**

E. New eligible PFTP filled in grant year earning at least 200% of the federal minimum wage and offered health care benefits. ▪ List total new grant year equivalent PFTP indicated on JCG worksheet <i>(Sheet 2, Cell B6)</i> meeting this requirement.	E.
F. New eligible PFTP filled in grant year earning at least 175% of the federal minimum wage (but less than 200%) and offered health care benefits. ▪ List total new grant year equivalent PFTP indicated on JCG worksheet <i>(Sheet 2, Cell B7)</i> meeting this requirement.	F.
G. Number of new grant year PFTP meeting wage and health benefits requirements. ▪ Add lines E and F.	G.

**Calculation of Grants**

Firms can not receive grants for more than the net new PFTP over the four job threshold (Part II, 4D).  
▪ If line D is greater than line G, use numbers on lines E and F to calculate the grant amounts on line 6A and 6B.

<p><b>When line G is greater than line D....</b></p> <ul style="list-style-type: none"> <li>▪ If line E=0, then: <ul style="list-style-type: none"> <li>▪ Multiply line D by \$500 and enter total on line 6B and "0" on line 6A.</li> </ul> </li> <li>▪ If line F=0, then: <ul style="list-style-type: none"> <li>▪ Multiply line D by \$800 and enter total on line 6A and "0" on line 6B.</li> </ul> </li> <li>▪ If values on both line E and F, then: <ul style="list-style-type: none"> <li>▪ Presuming line E is less than line D, multiply line E by \$800 and enter total on line 6A.</li> <li>▪ Subtract line E from line D and multiply amount by \$500. Enter total on line 6B.</li> <li>▪ If line E is greater than line D, multiply line D by \$800 and enter total on line 6A, and "0" on line 6B</li> </ul> </li> </ul>
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