Thank you for submitting your project proposal for review. The City of Deming Economic & Tourism Development Department in partnership with the Deming Luna County Economic Development, Inc. will be working to connect you to resources and information specific to your project.

The intent of this form is to review and assess your project proposal and identify opportunities for your business that may or may not exist within the community. This form does not guarantee any funding or assistance from any party.

If you have any questions on how to fill the form out, please reach out to the economic development office for assistance. Here’s what to expect regarding next steps:

1. Upon return of the General Project Intake form, the project will be reviewed by staff. At this time, staff will identify resources and agencies that can help progress the project.
2. A meeting will be set with you to go over the initial assessment of the project and to discuss what agencies and programs are recommended and what resources are potentially available.

Cassie Arias-Ward, BSW, MBA

City of Deming, Economic & Tourism Development Coordinator

Deming Luna County Economic Development, Executive Director

carias@cityofdeming.org

[www.dlced.com](http://www.dlced.com)

575-546-8848 ext. 118

PO Box 706, Deming, NM 88030

309 S Gold Avenue, Deming, NM 88030

Office Hours: 7 AM – 3 PM, Monday-Friday

*We are currently operating by virtual appointments only.*

# **Section** I

|  |  |
| --- | --- |
| **\*COMPANY NAME** |  |
| **\*POINT OF CONTACT**  |  |
| **\*PHONE** |  |
| **\*EMAIL** |  |
| **\*ADDRESS (CITY,STATE,ZIP)** |  |
| **\*LOCATION OF PROJECT** |  |
| **\*NAICS CODE** |  |
| **WEBSITE** |  |

# **section ii**

|  |
| --- |
| **DESCRIBE YOUR PRODUCT OR SERVICE** |
|  |

|  |
| --- |
| **DESCRIBE YOUR PROJECT IN DETAIL.** ***What is the scope of your project? How does your project benefit the community?*** |
|  |

|  |
| --- |
| **WHAT DO YOU NEED TO MAKE THE PROJECT HAPPEN?** |
|  |

# **section III**

1. **HOW MANY PEOPLE DO YOU CURRENTLY EMPLOY? ­**
2. **How many new employees do you plan to hire each year FOR THE PROPOSED PROJECT?** (use table below)

|  |  |
| --- | --- |
| YEAR | NUMBER OF EMPLOYEES HIRED |
| # of HIGH SKILL (PHD or higher) | Salary/Hourly Wage | # of MED SKILL (Some college/equiv.) | Salary/Hourly Wage | # of LOW SKILL (No experience) | Salary/Hourly Wage |
| 2022 |  |  |  |  |  |  |
| 2023 |  |  |  |  |  |  |
| 2024 |  |  |  |  |  |  |
| 2025 |  |  |  |  |  |  |
| 2026 |  |  |  |  |  |  |

1. **WHAT IS YOUR CAPITAL INVESTMENT TO THE PROPOSED PROJECT?**

|  |  |
| --- | --- |
| **CURRENT PAYROLL** | **$** |
| **LAND OWNED**  | **$** |
| **EQUIPMENT OWNED**  | **$** |
| **BUILDINGS OWNED** | **$** |
|  | **$** |
|  | **$** |
|  | **$** |
| **TOTAL** | **$** |

1. **WHAT IS YOUR PROJECT COST?**

|  |  |
| --- | --- |
| **LAND** | **$** |
| **NEW CONSTRUCTION** | **$** |
| **UTILITY UPGRADE/INSTALLATION** | **$** |
| **RENNOVATION**  | **$** |
| **BUILDING IMPROVEMENTS** | **$** |
| **MACHINERY/ EQUIPMENT** | **$** |
|  | **$** |
| **TOTAL** | **$** |

# **section iv**

|  |  |  |
| --- | --- | --- |
|  | **YES**  | **NO** |
| **DO YOU HAVE A BUSINESS PLAN TO MAKE AVAILABLE?** (If yes, please attach) |  |  |
| **IS YOUR CUSTOMER LOCATED OUTSIDE OF LUNA COUNTY?** |  |  |
| **IS YOUR CUSTOMER LOCATED OUTSIDE OF NEW MEXICO?** |  |  |
| **ARE YOU CURRENLTY UTILIZING/SEEKING ANY STATE INCENTIVES?** |  |  |
| **ARE YOU A START UP BUSINESS?** |  |  |
| **HOW LONG HAVE YOU BEEN IN BUSINESS?** |  |