

# Manufacturing Resource Guide

## for Jefferson Businesses

### Business Incentives

#### Industrial Tax

##### Exemption Program:

Abates, up to ten years, local property taxes (ad valorem) on a manufacturer's improvements to the land, buildings, machinery, equipment and any other property that is part of the manufacturing process. The land itself is not eligible for tax exemption.\*

##### Enterprise Zone Program:

Provides Louisiana income and corporate franchise tax credits to businesses hiring new employees. Of the new hires 35 percent must be from one of four targeted groups. To qualify, a business must add at least five new jobs within two years or increase its statewide workforce employment by 10 percent within one year, whichever is less. A partial sales/use tax rebate may be available on qualified purchases or a refundable investment income tax credit equal to 1 1/2 percent of certain capital expenditures can be taken.\*

##### Quality Jobs Program:

Provides both payroll and sales/use tax rebates or a refundable state investment income tax credit to companies in targeted industries, including but not limited to manufacturing companies. Employers must pay at least \$14.50 in hourly wages and offer a basic health benefit plan with a value of at least \$1.25 per hour for each new direct job. Within three years, new jobs must increase an employer's annual payroll by \$250,000 for companies with less than 50 full-time employees or \$500,000 in new annual payroll for those employing 50 or more employees.\*

##### Inventory Tax Credit:

Manufacturers, distributors and retailers are eligible to receive a 100 percent credit toward state income and corporate franchise taxes of local inventory taxes paid.

##### Research & Development Tax Credit:

Encourages Louisiana businesses to invest in and increase their existing levels of R&D by offering tax credits against state income and corporation franchise taxes.

### Corporate Jobs

#### Tax Credit:

A one-time income tax credit ranging from \$100 to \$225 for each new job created by any corporation that establishes or expands in Louisiana.

#### Manufacturing Sales Tax Exclusion:

Effective January 1, 2006, Jefferson Parish-based manufacturers no longer pay local sales and use tax on the purchase and/or lease of qualified machinery and equipment.

In addition, the state's sales and use tax is being phased-out on the purchase and/or lease of machinery and equipment by manufacturers. The phase-out of sales and use tax on the purchase or lease of machinery and equipment by manufacturers began on July 1, 2004 with a five percent exclusion of the price of eligible machinery and equipment upon which the state's four percent sales tax is computed. The phase-out increased annually with a 100 percent exclusion on July 1, 2009.

**\*Requires advance notice be given to Louisiana Economic Development, Business Incentives Services.**

## Financing

JEDCO's financing programs are designed to assist Jefferson Parish-based businesses with financing of fixed assets, working capital and inventory. These programs have been established to assist with economic development and have the primary objective of job creation.

JEDCO's financing sources include:

- Industrial Revenue Bonds (tax exempt for manufacturers)
- Gulf Opportunity (GO) Zone Tax Exempt Bonds (through December 31, 2010)
- U.S. Small Business Administration 504 Loan Program
- Economic Development Administration Title IX Revolving Loan Program
- Housing and Urban Development CDBG Revitalization Loans

For more information contact JEDCO's financing manager at (504) 833-1881.

**JEDCO**  
Jefferson Parish Economic Development Commission

**For more information, contact JEDCO's tax incentives coordinator at (504) 833-1881.**

## Workforce & Business Development Resources

### Workforce Training Grants

#### On-the-Job or Customized Training:

Funded through the federal Workforce Investment Act, employers can offset the cost associated with training new employees who lack the skills typically required to obtain employment in a chosen occupation. Provides reimbursement of 50 percent of the trainee's wages during on-site training or 50 percent of the cost of classroom instruction.

#### Small Business Employee Training Program (SBET):

Through SBET, companies with 50 or less employees can upgrade the skills of workers through standardized (off-the-shelf) training. Employers may apply for full reimbursement of the cost of tuition and materials for courses taken for non-credit or in an audit capacity at Louisiana institutions, courses available through industry associations, or training provided by equipment manufacturers.

#### Incumbent Worker Training Program (IWTP):

Administered by the Louisiana Department of Labor, IWTP awards grants to businesses to finance customized training to improve the skills of existing employees. Employers partner with training institutions to develop a training plan that fits the company's scheduling and curriculum needs.

Contact Calvin McCall at the Jefferson Parish Employment & Training Department, (504)-227-1282, for further information.

### Workforce Recruitment Resources

**Jefferson Parish Career and Business Solutions Center** (Jefferson Workforce Connection)  
www.theworkforceconnection.com • (504) 227-1283

**Delgado Community College**  
www.dcc.edu • (504) 483-4114 or (504) 888-0145

**Louisiana Technical College**  
www.ltc.edu • (504) 736-7072

**Cuillier Career Center**  
http://cuillier.jpss.k12.la.us • (504) 340-6963

## Business Development Grants

#### Southwest Trade Adjustment Assistance Center (SWTAAC)

The SWTAAC grant program assists companies experiencing a decline in sales and/or employment levels due to the adverse effects of foreign competition. Grants can be used for marketing, manufacturing, engineering, employee training, information management or new product development. The SWTAAC program operates through a cooperative agreement between the University of Texas at San Antonio and U.S. Department of Commerce. For more information, contact SWTAAC at (800) 344-8872 or (210) 458-2490 or visit [www.swtaac.org](http://www.swtaac.org).

#### Small & Emerging Business Development Program (SEBD)

SEBD helps small and emerging businesses become competitive in this economy. Certified small and emerging business owners are provided resource assistance in many areas, including entrepreneurial training, marketing, upgrading computer skills, computer accounting, industry specific training and other related development training. For more information, visit [www.louisianaforward.com](http://www.louisianaforward.com) or call (225) 342-4320.

# Manufacturing Organizations & Associations

## List of Organizations for Manufacturers

(Louisiana and Nationwide)

- **Manufacturing Extension Partnership of LA (MEPoL)**  
www.mepol.org
- **National Association of Manufacturers**  
www.nam.org
- **Association for Manufacturing Excellence**  
www.ame.org
- **The Association for Manufacturing Technology**  
www.amtonline.org
- **National Council for Advanced Manufacturing**  
www.nacfam.org
- **Louisiana Chemical Association**  
www.lca.org
- **The Association for Operations Management, APICS New Orleans Chapter**  
www.apicsno.org
- **Louisiana Environmental Health Association**  
www.leha.net
- **National Association of Purchasing Management (New Orleans)**  
www.napmgno.org
- **Harvey Canal Industrial Association**  
www.harveycanal.org
- **Louisiana Association of Business & Industry**  
www.labi.org
- **Society of Manufacturing Engineers**  
www.sme.org
- **Society of Petroleum Engineers**  
www.spe.org
- **American Society of Mechanical Engineers, New Orleans Section**  
<http://sections.asme.org/neworleans/>
- **Institute of Industrial Engineers**  
www.iienet.org

## MEPoL?

In order to survive in a competitive economy, manufacturing firms must embrace new ideas, technology and processes. That is where the **Manufacturing Extension Partnership of Louisiana (MEPoL)** can help. MEPoL is a not-for-profit organization, providing Louisiana's small and medium-sized manufacturers with business and technical solutions that help them become more productive and more competitive.

MEPoL's services include:

- **Lean Manufacturing Training:** value stream mapping, plant layout, visual workplace, 5S system, batch reduction, standardized work, quick change-over, POUS, quality at source, TPM, cellular flow and pull kanban
- **Information Technology:** information flow studies, software development, Web site development, disaster recovery planning, network security (security audits), hardware and network troubleshooting, supply chain integration
- **Marketing:** industrial marketing assessments and research, branding, e-marketing, new product feasibility studies, customer and distributor assessments and analyses
- **Engineering:** expertise in computer aided design/solid modeling, finite element analysis, troubleshooting, as well as mechanical, industrial and manufacturing engineering
- **Quality Systems: ISO 9000 & ISO 14001** implementation, statistical process control, TQM, environmental, health & safety
- **Business Management:** basics such as business plans, strategic planning, accounting systems analysis, budgeting, inventory control, cost control
- **Rapid Prototyping**
- **Center for Polymers, Composites & Plastics:** a full service center designed to meet the technical needs of Louisiana's polymer industry

For more information, call (985) 414-5814 or 800-433-6965.

# General Business Resources

## FIRST THINGS FIRST

**U.S. Business Advisors**  
[www.business.gov](http://www.business.gov)

**Louisiana Secretary of State**  
First Stop Shop  
P. O. Box 44279  
Baton Rouge, LA 70804-4279  
(225) 342-4479  
[www.sos.louisiana.gov](http://www.sos.louisiana.gov)

**Louisiana Department of Revenue**  
P. O. Box 201  
Baton Rouge, LA 70821  
(225) 219-7356  
[www.rev.state.la.us](http://www.rev.state.la.us)

**Jefferson Parish Inspection and Code Enforcement**  
1221 Elmwood Park Blvd., Ste. 205  
Jefferson, LA 70123  
(504) 736-6949 • [www.jeffparish.net](http://www.jeffparish.net)

**Jefferson Parish Sheriff's Office**  
Bureau of Revenue and Taxation  
200 Derbigny St.  
Gretna, LA 70053  
(504) 363-5637 • [www.jpso.com](http://www.jpso.com)

**Jefferson Parish Economic Development Commission (JEDCO)**  
3445 N. Causeway Blvd., Ste. 300  
Metairie, LA 70002  
(504) 833-1881 • [www.jedco.org](http://www.jedco.org)

## WEB REGISTRATION

**InterNIC**  
U.S. Dept of Commerce  
[www.internic.net](http://www.internic.net)  
This site is used to register or sell your domain name on the World Wide Web.

**Register.com**  
(888) 734-4783  
[www.register.com](http://www.register.com)

## TECHNICAL ASSISTANCE

**New Orleans U.S. Export Assistance Center**  
#2 Canal St., Ste 2710  
New Orleans, LA 70130  
(504) 589-6546 • [www.ldec.org](http://www.ldec.org)

**Manufacturing Extension Partnership of Louisiana (MEPoL)**  
2154 Koop Dr., Ste 2-E1  
Mandeville, LA 70471  
(504) 715-3880 • [www.mepol.org](http://www.mepol.org)

**The Institute of Micromanufacturing Louisiana Tech University**  
911 Hergot Ave. • Ruston, LA 71272  
(318) 257-5100  
[www.latech.edu/tech/engr/ifm](http://www.latech.edu/tech/engr/ifm)

**New Orleans Procurement Technical Assistance Center**  
P.O. Box 1427  
Chalmette, LA 70044-1427  
(504) 913-4617

**LA Technology Transfer Office Louisiana State University**  
3000 GSRI Ave.  
Baton Rouge, LA 70803-6100  
(225) 578-7555  
[www.bus.lsu.edu/lbtc](http://www.bus.lsu.edu/lbtc)

**UNO Office of Technology Transfer & Corporate Partnerships**  
CERM Bldg., Ste. 526  
2045 Lakeshore Dr.  
New Orleans, LA 70122  
(504) 280-2022  
[www.uno.edu/~ott/](http://www.uno.edu/~ott/)

**Center for Business and Information Technologies**  
P.O. Box 44932  
Lafayette, LA 70504  
(337) 482-0600  
[www.cbit.louisiana.edu](http://www.cbit.louisiana.edu)

## PATENTS & TRADEMARKS

**U.S. Patent & Trademark Office**  
Randolph Building  
401 Dubany  
Alexandria, VA 22314  
(800) 786-9199 • [www.uspto.gov](http://www.uspto.gov)

**U.S. Copyright Office**  
U.S. Library of Congress  
101 Independence Ave  
Washington, DC 20559  
(202) 707-3000 • [www.copyright.gov](http://www.copyright.gov)

**Louisiana Secretary of State**  
Commercial Division  
P. O. Box 94125  
Baton Rouge, LA 70804-9125  
(225) 925-4704

**Jefferson Parish Clerk of Court**  
P.O. Box 10  
Gretna, LA 70054-0010  
(504) 364-2900  
[www.jpclerkofcourt.us](http://www.jpclerkofcourt.us)

## TAXES

**Internal Revenue Service**  
1555 Poydras St.  
New Orleans, LA 70112  
(800) 829-1040 or (504) 558-3011  
[www.irs.gov](http://www.irs.gov)

**Social Security Administration**  
(800) 772-1213  
[www.ssa.gov](http://www.ssa.gov)

**Louisiana Department of Revenue**  
1555 Poydras St., Ste. 900  
New Orleans, LA 70112  
(504) 568-5233  
[www.rev.state.la.us](http://www.rev.state.la.us)

**Louisiana Workforce Commission**  
New Orleans Field Audit Unit  
737 St. Charles Ave.  
New Orleans, Louisiana 70130-3137  
(504) 568-7151  
[www.laworks.net](http://www.laworks.net)

**Jefferson Parish Sheriff's Office**  
Bureau of Revenue and Taxation  
200 Derbigny St.  
Gretna, LA 70053  
(504) 363-5637  
[www.jpso.com](http://www.jpso.com)

**Jefferson Parish Assessor's Office**  
200 Derbigny St.  
Gretna, LA 70053  
(504) 362-4100  
[www.jpassessment.com](http://www.jpassessment.com)

## GOVERNMENT ACCESS

**Federal Government**  
[www.firstgov.gov](http://www.firstgov.gov)

**State of Louisiana**  
[www.louisiana.gov](http://www.louisiana.gov)

**Jefferson Parish**  
(504) 736-6100  
[www.jeffparish.net](http://www.jeffparish.net)

**Town of Grand Isle**  
(985) 787-3500  
[www.grand-isle.com](http://www.grand-isle.com)

**City of Gretna**  
(504) 363-1500  
[www.gretna.com](http://www.gretna.com)

**City of Harahan**  
(504) 737-6383

**Town of Jean Lafitte**  
(504) 689-2208  
[www.townofjeanlafitte.com](http://www.townofjeanlafitte.com)

**City of Kenner**  
(504) 468-7200  
[www.kenner.la.us](http://www.kenner.la.us)

**City of Westwego**  
(504) 341-3424  
[www.cityofwestwego.com](http://www.cityofwestwego.com)

## ECONOMIC DEVELOPMENT

**Jefferson Parish Economic Development Commission (JEDCO)**  
3445 N. Causeway Blvd.  
Ste. 300  
Metairie, LA 70002  
(504) 833-1881  
[www.jedco.org](http://www.jedco.org)

**Jefferson Chamber of Commerce**  
3421 N. Causeway Blvd.  
Ste. 203  
Metairie, LA 70002  
(504) 835-3880  
[www.jeffersonchamber.org](http://www.jeffersonchamber.org)

**Greater New Orleans, Inc.**  
365 Canal Street  
Ste. 2300  
New Orleans, LA 70130  
(504) 527-6900  
[www.gnoinc.org](http://www.gnoinc.org)

**Louisiana Economic Development**  
P.O. Box 94185  
Baton Rouge, LA 70804-9185  
(225) 342-3000  
[www.louisianaforward.com](http://www.louisianaforward.com)

**Louisiana Small Business Development Center**  
3330 N. Causeway Blvd.  
Ste. 422  
Metairie, LA 70002  
(504) 831-3730  
[www.lsbdc.org](http://www.lsbdc.org)

This resource guide produced courtesy of:

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