



# EDD

ECONOMIC  
DEVELOPMENT  
DEPARTMENT

## Wildfire Business Assistance Grant Program

### Frequently Asked Questions

**1. How do I qualify?**

To qualify, a business must demonstrate that they:

- are legally operating in New Mexico with a NM Business Tax ID
- have a business address located in a wildfire impacted area or majority of business operations occur in wildfire impacted area
- have experienced physical wildfire damage (or subsequent flood damage resulting from the wildfires) to business property; and/or the business' revenue declined due to the fires

**2. I am not located in a federally declared disaster area, but I had fire damage. Am I still eligible?**

The following locations are eligible:

- Businesses within the Presidential Disaster Declaration for the Big Hole, Calf Canyon and Hermit's Peak, Cooks Peak, and McBride fires. Those areas are Colfax, San Miguel and Mora counties and parts of Lincoln County (ZIP codes 88345 and 88312), and Valencia County (ZIP code 87002), as well as parts of Los Alamos and Sandoval Counties.
- Businesses which experienced wildfire damage to their business structure (including their home, if they were a home-operated business) not located in the federally declared areas potentially can apply, as EDD will review each request on a case-by-case basis.

**3. What expenses are eligible uses with the grant?**

Repair, administrative, construction, asset and equipment purchase, labor

**4. I had \$80,000 worth of damage, what do I qualify for?**

The grant maximum award is \$20,000. EDD will not pay more than \$20,000.

**5. When will I hear if I was awarded the grant?**

The review process can take up to 3 weeks. Business owners will be notified via email. Several follow up documents will be requested in order to start the transfer of funds.

**6. How long will it take to receive the money?**

Pending on the review process, it could take up to 5 weeks to receive funds.

**7. I am a start-up business, am I still eligible?**

A business must show that they were in operation prior to the wildfire which impacted their business.

**8. I received funding from FEMA or SBA, am I still eligible?**

Yes

**9. I need help filling out the application, is assistance available?**

Email [EDD.wildfiregrant@state.nm.us](mailto:EDD.wildfiregrant@state.nm.us) or call 505-827-0300

**10. How do I prove if I suffered a loss in my revenue?**

- We request you show 3 consecutive months of revenue in 2022 impacted by the wildfires and evacuations compared with 2021 records for the same timeframe. Please show documentation including a profit and loss statement.
- If your revenue during that timeframe in 2021 was significantly impacted by external factors (such as Covid) that would not show a year-over-year decline in 2022, we may accept explanation of that in conjunction with documentation showing a reduction in revenue during the wildfire impact compared with earlier in 2022. This will be considered on a case-by-case basis.
- If you were not in business for a year or longer prior to the wildfire, we may accept documentation showing a reduction in revenue during the wildfire impact compared with earlier in 2022.
- EDD staff will work with you to review other documents, if necessary, especially if your financial records were destroyed; however, this may delay the review process.

**11. Do financial statements need to be audited?**

No

**12. Will effects of the pandemic on revenue levels be considered when comparing to 2021?**

Yes, please see above and provide documentation of pre-pandemic revenues with an explanation.

**13. Our inventory (including food) was destroyed in the fire, would this be physical damage?**

Yes, you will be asked to explain the loss of physical property as well as any loss to your revenue.

**14. Is there an information line for people to call with questions about their eligibility?**

Email [EDD.wildfire@state.nm.us](mailto:EDD.wildfire@state.nm.us) or call 505-827-0300

**15. Can independent contractors like outfitters qualify?**

Yes, this program is being established in part because we know outfitters and guides who rely on the forest and its resources were impacted and need some relief; however, the independent contractor must be registered as a business.

**16. What about families that harvested firewood or cattle or sold fresh eggs?**

- If you have a cash-only business, did not register with the state as a business, and therefore did not pay taxes, you **do not qualify**.
- Independent contractors or entrepreneurs that worked from their home or freelanced, that are registered with the State of New Mexico and were impacted by the wildfires, **do qualify**.

## **List of Documents which may be required**

1. W-9 <https://www.irs.gov/pub/irs-pdf/fw9.pdf>
2. New Mexico Business Taxpayer Identification Number
3. Record businesses was in operation before the wildfires
4. Record of physical damage to the physical property. Examples of verification include but are not limited to:
  - a. Insurance claim
  - b. FEMA claim
  - c. Photo with narrative
  - d. Other
5. Record of revenue decline due to the wildfire. Examples of verification include but are not limited to:
  - a. 2021 April-June Profit and loss statement compared to April to June 2022
  - b. Bank statements with narrative to explain comparative decline in revenue during April-June 2022
  - c. Other