

COMMUNITY RESOURCE GUIDE

April 9, 2020

To the business and community leaders of Carroll County,

During this COVID-19 pandemic, partners at the local, state, and federal level have shared valuable information with the Chamber of Commerce. We have worked hard to prioritize the most valuable information that will give the most help to the majority of our business members. With this sentiment in mind, we have worked to compile resources published by our community partners, and as they update their information, we will strive to update this guide as we receive new information.

We must stress that the information in this packet is simply a reference guide, not a legal document or accounting practice. Prior to acting on any of the information in this packet, please consult with your own professional advisors for information and counsel specific to the individual and unique situations facing your organizations and employees. Additionally, the opinions, interpretations, and recommendations found in this guide are good as of the publication date; we will do our best to update this packet as new information is given by our partners.

Please feel free to reach out to the Chamber for the appropriate point of contact about the resource guide. Also, <u>keep in touch with us by "Liking" our Facebook page</u> for timely information. We are also allowing the business community to post updates in our "Think Carroll First" Facebook group.

Be well, stay safe, and continue to Think Carroll First.

Daniel Jackson President, Carroll County Chamber of Commerce



COMMUNITY Resource Guide

Financial Resources

Small Business Administration - www.sba.gov

- Emergency Injury Disaster Loan Advance This loan will provide up to \$10,000 of economic relief to business that are experiencing temporary loss of revenue. This program is for all small businesses (less than 500 employees), private non-profit organizations, and certain industries with more than 500 employees (see <u>Size</u> Standards Table) Learn more by clicking this link.
- Payroll Protection Program Learn more about this program by clicking this link. This program is designed to provide money to small businesses (less than 500 employees) to cover payroll for employees that make less than \$100,000 per year. The loan may be forgiven if the funds are used for payroll, interest on mortgages, rent, and utilities. It is strongly encouraged that at least 75% of the loan be used for payroll. Contact your bank representative for more information. You can find a lender by clicking this link.
- SBA Bridge Loan Quick access to \$25,000, but only to small businesses that currently have a business relationship with an SBA Express Lender. This loan is designed to bridge the gap until a lending decision is made for the Economic Injury Disaster Loan. Leam more by clicking this link.
- SBA Debt Relief SBA is providing financial relief to small businesses during the pandemic. SBA may automatically pay principal, interest, and fees of existing or new 7(a), 504, or microloans for a short period of time. These loans must be either:
 1) currently in existence, or 2) issued prior to September 27, 2020. Learn more by clicking this link.

CORONAVIRUS EMERGENCY LOANS Small Business Guide and Checklist





he Coronavirus Aid, Releid, and Economic Security (CARES) Act (Iscards 3350 billion to help small businesses keep workers mployed amid the pandemic and economic downturn. Known sub Paychcek Yrotection Program (PPP), the initiative provides 30% federally guaranteed loans to small businesses. spontantly, these loans may be forgiven II borowers maintain workers business business and businesses.

The administration has released initial guidelines; they are available at www.treasurg.gov. The U.S. Chamber of Commerce has issued this guide to help small businesses and seef-employed individuals check eligibility and prepare to file for a loan. Small businesses and sole proprietors can begin applying on April 3 Independent contractors and self-employed individuals

Here are the questions you may be asking—and what you need to know.

You can apply through any existing SBA 7(a) ender or through any detentily insure depository institution that is participating. In the density insure depository institution that is participating and fairs. Credit System institution that is participating once they are approved and enrolled in the program. You should consult with your local lender as to whether it is participating. While the program is open until ame? 30,2003, the government advising berrowen to apply as soon as possible given the loan cap on the program.

<u>The US Chamber of Commerce's</u> <u>SBA Guide and Checklist.</u>

As of April 7, 2020

PAYCHECK PROTECTION PROGRAM LOA Frequently Asked Questions (FAQs)

he Small Business Administration (SBA), in consultation with the Department of the Treasury, itends to provide timely additional guidance to address borrower and lender questions oncerning the implementation of the Psychock Protection Program (PPP), established by section 102 of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act or the Act), This cummt will be quidaded on a regular basis.

orrowers and lenders may rely on the guidance provided in this document as SBA's thereprediation of the CARES Act and of the Poycheck Protection Program Interime Final Rule PPPP Interim Final Rule') (IIIA). The U.S. government will not challenge lender PPP actions at conform to this guidance,¹ and to the PPP Interim Final Rule and any subsequent rulemaking effect at the time.

 Question: Paragraph 3.b.iii of the PPP Interim Final Rule states that lenders must "[c]onfirm the dollar amount of average monthly payroll costs for the preceding calendar year by reviewing the payroll documentation submitted with the borrower's application." Does that require the lender to replicate every borrower's calculations?

waver: No. Providing an accurate calculation of psyroll costs is the responsibility of borrower, and the borrower attests to the accuracy of those calculations on the arrower Application Form. Leaders are expected to perform a good faith review; in a ergen monthy paryoral cost. For example, minimal network of calculations based on syroll report by a recognized intri-party payroll processor would be reasonable. In dision, as the PPB Internie Final Real actionates, leaders may not be observed presentations, including with respect to amounts required to be excluded from payroll nk.

f the lender identifies errors in the borrower's calculation or material lack of ubstantiation in the borrower's supporting documents, the lender should work with the orrower to remedy the issue.

 Question: Are small business concerns (as defined in section 3 of the Small Business Act, 15 U.S.C. 652) required to have 500 or fewer employees to be eligible borrowers in the PPP?

Answer: No. Small business concerns can be eligible borrowers even if they have more han 500 employees, as long as they satisfy the existing statutory and regulatory lefinition of a "small business concern" under section 3 of the Small Business Act, 15 5.2C. 632. A business can qualify if it meets the SBA employee-based or revenue-

¹This document does not carry the force and effect of law independent of the statute and regulations on which it based.

<u>The SBA's Frequently Asked</u> <u>Questions and Answers.</u>

The Carroll County Chamber Commerce seeks to provide access to recommendations, regulations, services and expertise to its members. During the COVID-19 pandemic, this mission remains constant. Prior to acting, members should consult their own professional advisors for information and counsel specific to the individual and unique situations faced by organizations, individuals and corporations. The opinions, interpretations and recommendations of the Carroll County Chamber of Commerce are informational only and should not be relied upon by the recipient as legal or professional advice. The Carroll County Chamber of Commerce makes no representations as to the accuracy or reliability of the content contained herein. Users of this information accept any and all risks associated with the use of such information and agree that the Carroll County Chamber of Commerce has no liability to user.



COMMUNITY RESOURCE GUIDE

Labor & Unemployment Assistance

Georgia Department of Labor

https://dol.georgia.gov/

Under the Coronavirus Relief Act (CARES Act), the Georgia Department of Labor will provide funds to displaced workers. You can find information specific to the COVID-19 outbreak at https://dol.georgia.gov/gdol-covid-19-information

The CARES Act allows for the following provisions:

- Provides for Federal Pandemic Unemployment Compensation of \$600 weekly in addition to regular state benefits;
- Extends state unemployment benefits by 13 weeks of federally funded benefits added to the end of regular state UI benefits; and
- Expands eligibility for those not eligible for regular compensation: self-employed individuals, independent contractors, those with limited work histories, and those unable to work due to COVID-19 related reasons.

Businesses are strongly encouraged to file claims for their affected employees. Businesses that file claims for their affected employees will not have their GA Dept of Labor account charged for benefits if they do so. If employees file individual claims, the business's account may be charged, and those funds will have to be reimbursed to the GA Dept of Labor.

Business owners will find useful information via the GA Dept of Labor's Frequently Asked Questions section via this link.



Guidance on Preparing Workplaces for COVID-19

<u>The Occupational Safety and Health Administration (OSHA)</u> <u>developed this COVID-19 planning guidance based on traditional</u> <u>infection prevention and industrial hygiene practices.</u>

<u>Georgia Tech</u> is offering OSHA training sessions, and companies are encouraged to sign up consultation services. <u>Click here to learn more.</u>

Federal Department of Labor – www.dol.gov/

The Federal Department of Labor has issued guidance on Workplace Safety; Wages, Hours, and Leave; Unemployement Insurance Flexibilities (see G eorgia Department of Labor for details); Support for Dislocated Workers; and other topics. Learn more by clicking this link.

The Federal Department of Labor has passed new rules concerning sick leave. These rules give guidance to business with fewer than 500 employees. Under the provision, tax credits will cover the cost of providing employees that take sick leave for specific reasons related to COVID-19. Leam more by clicking this link.

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Partner O rganizations

UGA Small Business Development Center

<u>www.georgiasbdc.org</u> — The UGA Small Business Development Center has an excellent breakdown of the various loans in the Coronavirus Relief Act. <u>Learn more by clicking this link.</u>

University of Georgia Archway Partnership

<u>www.archwaypartnership.uga.edu</u> — The Archway Partnership has produced a <u>comprehensive guide</u> that lists all of the federal and state resources committed to the fight against the coronavirus.

Georgia Tech

<u>https://oshainfo.gatech.edu/#</u> - Georgia Tech will offer consulting services with OSHA-related issues. They offer OSHA guides, online seminars, and free on-site consultations for companies with fewer than 500 employees.

Georgia Chamber of Commerce

<u>https://www.gachamber.com/covid19/</u> - The Georgia Chamber of Commerce provides a state-level resources via its website. There are several articles, archived conference calls, insights into business trends, and summaries of other state-level resources

United States Chamber of Commerce

https://www.uschamber.com/co/ - The US Chamber's Coronavirus Guide has a comprehensive guide to best business practices, as well as information about the Coronavirus Relief act. Their <u>Small</u> <u>Business Guide</u> gives practical advice on navigating your business and finding resources.

Federal Emergency Management Agency (FEMA)

FEMA has dedicated their entire website to the coronavirus response. By visiting the FEMA website, you'll find out how you can help manufacture medical supplies for the federal government. You will also find an excellent "Rumor Control" section that answers trending rumors about coronavirus and the government's response plan.

Please click the media links below for additional information and resources from our partner organizations.





www.georgiasbdc.org

Small Busines

Development Center UNIVERSITY OF GEORG

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Healthcare Resources



https://www.tanner.org/

- Tanner Health System has developed a questionnaire to help determine if you are sick with COVID-19
- <u>Click this link for daily updates</u> about COVID-19 in Carroll County.
- For more info on the Coronavirus and how it spread, visit this link.
- Follow Tanner Health System on Facebook.





https://www.cdc.gov/coronavirus/2019-nCoV/index.html

The Centers for Disease Control and Prevention have developed an easy-to-read website that provides tips to reduce your risk of contracting COVID-19.



https://dph.georgia.gov/

- View the daily updates on CO VID-19 transmission in the State of Georgia by visiting this link.
- COVID-19 Hotline: (844) 442-2681

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