



COVID-19 Resources for Small Businesses

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Paycheck Protection Program (PPP)

- \$349 billion in Small Business Association (SBA) loans
- Offers business owners a loan to cover payroll and other expenses over the 8-week period after the loan is made.
- The loan will be fully forgiven by the SBA if the funds are used for payroll costs, mortgage interest, rent, and utilities. The following are requirements to be eligible for loan forgiveness:
 - Employer must maintain full-time employee staffing levels (if you have already laid off staff, you have until June 30, 2020 to restore your staffing levels).
 - Employer cannot decrease salaries and wages by more than 25% for any employee making less than \$100,000.
 - No more than 25% of the forgiven amount may be for non-payroll costs.
- Sole proprietors and independent contractors can count their own wages, commissions, income, or net earnings as payroll under this program. This means that you can take out a PPP loan for what you would typically take home as income during this time, and have that amount forgiven if all other requirements are met.
- Apply through existing SBA 7(a) lenders
- Lenders are still figuring out how to administer these loans, so be patient and persistent!
- For more information:
 - [Small Business Association](#)
 - [U.S. Department of the Treasury](#)
 - [U.S. Chamber of Commerce](#)

Economic Injury Disaster Loan Emergency Advance

- Part of the Economic Injury Disaster Loan program through the SBA
- Any small business with less than 500 employees is eligible.
- \$10,000 advance on loan is made available within days of a successful application, and this loan advance will not have to be repaid.
- For more information:
 - [Small Business Association](#)

Working Washington Small Business Emergency Grants

- Up to \$5 million in funds are provided through the Governor's Strategic Reserve Fund and administered by the State Department of Commerce
- Businesses with up to 10 full-time employees (FTEs) may apply for a one-time grant of up to \$10,000.
- Applicants should have been in business for at least one year.
- Grant funds can be used for operational expenses including rent, supplies/inventory, utility bills, etc. as well as consulting, marketing, and training.
- Grant funds cannot be used for payroll.
- Application submitted through local county/regional economic development organizations
- For more information:
 - [StartUp Washington](#)
 - [Lewis Economic Development Council](#)

WA Dept of Revenue Deadline Extensions for Returns

- Monthly filers: Can request an extension by contacting the WA Dept of Revenue.
- Quarterly filers: Quarter 1 returns now due June 30, 2020
- Annual filers: 2019 returns now due June 15, 2020
- For more information: [WA Dept of Revenue](#)

Want more resources? Check these out!

- [StartUp Washington COVID-19 Resources](#)
- [The Small Business Owners Guide to the CARES Act](#)
- [SBA Coronavirus Relief Options](#)