

# COVID-19:

## RESOURCE GUIDE FOR BUSINESSES



*Compiled by the Office of Congressman Gerald E. Connolly*

March 24, 2020

## **U.S. SMALL BUSINESS ADMINISTRATION ECONOMIC INJURY DISASTER LOANS:**

In Congress, Representative Gerry Connolly was proud to support the passage of the Coronavirus Preparedness and Response Supplemental Appropriations Act. This included funding for the U.S. Small Business Administration to provide approximately \$7 billion in disaster loans for small businesses suffering substantial economic injury as a result of the Coronavirus (COVID-19).

Applications for Economic Injury Disaster Loans are now open in Virginia. This provides greater availability of working capital during times of growth, change or economic uncertainty. For more information and to access the loan application, please visit: <https://disasterloan.sba.gov/ela/>

The SBA uses the information you provide to determine the loan amount. Small businesses can receive a secured loan of up to \$2 million, and an unsecured loan of up to \$25,000. Note:

The loans are for working capital which includes fixed debts, payroll, accounts payable, and other bills that can't be paid due to the disaster's impact. It does not cover lost sales.

Applicants must have a credit history acceptable to SBA. Traditionally, this has been around 620, but SBA will look at extenuating circumstances and consider the impact of the pandemic on the business.

### **What are Economic Injury Disaster Loans?**

The Small Business Administration (SBA) is providing low-interest loans to small businesses and non-profits in Virginia that have been severely impacted by COVID-19. The program provides small businesses with working capital loans of up to \$2 million that can provide vital economic support to small businesses to help overcome the temporary loss of revenue they are experiencing. These loans may be used to pay fixed debts, payroll, accounts payable and other bills that cannot be paid because of the disaster's impact. The interest rate is 3.75% for small businesses and 2.75% for non-profits. The maximum term is 30 years.

### **Who is eligible?**

A small business is defined by the SBA's size standards and is based on the North American Industrial Classification (NAIC) System. More information can be found [here](#).

*If you have any questions or concerns, or if you need assistance, please call Rep. Connolly's office in Annandale at (703) 256-3071, or Woodbridge at (571) 408-4407.*

## Where do small businesses apply?

Small businesses may apply for an economic disaster loan [here](#). Applicants may also call SBA's Customer Service Center at (800) 659-2955 or email [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov) for more information on SBA disaster assistance.

## STATE AND LOCAL RESOURCES:

The Virginia Small Business Development Center (SBDC) has developed a comprehensive COVID-19 resource guide that offers information on loan opportunities, unemployment resources and more. For more information, please visit Virginia SBDC: <https://www.virginiasbdc.org/covid/>.

The Virginia SBDC Network's staff is located throughout the state and is capable and able to meet with you virtually (phone, web conferencing) to assist with any of your questions. They offer confidential, no-cost technical assistance to help create a strategy specific to your business needs. For more information, and to find your nearest office, please visit:

<https://www.virginiasbdc.org/locations/>

## NATIONAL RESOURCES:

The U.S. Chamber of Commerce has information on resources and ways individuals, or businesses can seek assistance. For more information, please visit: <https://www.uschamber.com/coronavirus> or contact 1-800-638-6582.

The U.S. Chamber of Commerce has a small business resource guide that features technology tools, employer guidance, business strategies and more as you navigate through this challenging time. For more information, please visit: <https://www.uschamber.com/co/small-business-coronavirus>.

The National Main Street program has resources for small businesses and offers community support for those impacted by COVID-19. For more information, please visit:

<https://www.mainstreet.org/howwecanhelp/resourcecenter/covid19resources> or contact 312-610-5613.

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## **EMPLOYERS AND EMPLOYEES:**

To further support small businesses, the State of Virginia has developed various ways to assist employers and employees during this difficult time of uncertainty. Virginia's regional workforce teams will be activated to support employers that slow or cease operations. Employers who do slow or cease operations will not be financially penalized for an increase in workers requesting unemployment benefits.

To support small restaurants who are able to operate their take-out and delivery operations, Virginia ABC is waiving regulations to allow restaurants to deliver beer and wine via take-out and delivery.

### **What types of businesses are restricted in their operations?**

Restaurants, dining establishments, food courts, breweries, microbreweries, distilleries, wineries, tasting rooms, and farmers markets must close their dining and congregation areas, but they may remain open for delivery and take-out services. Non-essential retail businesses must limit their operations to ten patrons or less with adequate social distancing. If they cannot limit their operations to 10 patrons or less with adequate social distancing, then they must close.

### **I work in a business that is considered essential. Does the ban on gatherings of more than 10 people apply to my workplace?**

No. For the purposes of this order, employment settings are not considered gatherings. However, all essential businesses must, to the extent possible, practice social distancing, increase sanitizing of common surfaces, and adhere to workplace guidance standards from state and federal authorities. If you are concerned your employer is not following these guidelines, please contact OSHA or the Virginia Department of Labor and Industry.

### **My employer closed temporarily and I did not receive my last paycheck. How do I get paid?**

To file a nonpayment of wages claim, please visit the Virginia Department of Labor's website at <https://www.doli.virginia.gov/labor-law/payment-of-wage-english/>

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## **PAYROLL TAX CREDITS:**

Congressman Connolly was proud to support the Families First Coronavirus Response Act. The Act will help the United States combat and defeat COVID-19 by giving all American businesses with fewer than 500 employees:

- Funds to provide employees with paid leave, either for the employee's own health needs or to care for family members.
- Refundable payroll tax credit to employers to cover 100 percent of the cost of wages for employees on leave and a refundable income tax credit for self-employed individuals.
- Enables employers to keep their workers on their payrolls, while at the same time ensuring that workers are not forced to choose between their paychecks and the public health measures needed to combat the virus.

## **CORPORATE, SALES, AND INDIVIDUAL TAXES:**

Businesses impacted by COVID-19 can request to defer the payment of state sales tax due March 20, 2020 for 30 days. When granted, businesses will be able to file no later than April 20, 2020 with a waiver of any penalties.

The Virginia Department of Taxation has extended the due date of payment of Virginia individual and corporate income taxes. While filing deadlines remain the same, the due date for individual and corporate income tax will now be June 1, 2020. Please note that interest will still accrue, so taxpayers who are able to pay by the original deadlines should do so.

Federal Income tax payment deadlines for individual returns, with a due date of April 15, 2020, are being automatically extended until July 15, 2020, for up to \$1 million of their 2019 tax due. This payment relief applies to all individual returns, including self-employed individuals, and all entities other than C-Corporations, such as trusts or estates. For more information visit:

<https://home.treasury.gov/news/press-releases/sm948>

## FILING FOR UNEMPLOYMENT:

Virginia changed their unemployment guidelines to allow those who are applying to do so without having to undergo the usual one-week waiting period. Workers may be eligible to receive unemployment benefits if an employer needs to temporarily slow or cease operations due to COVID-19. Currently the maximum weekly benefit amount in Virginia is \$378.

To file, please visit: <http://www.vec.virginia.gov/node/11699> or call 1-866-832-2363.

Q&A about unemployment insurance claims related to coronavirus can be found here: <http://www.vec.virginia.gov/qa-coronavirus>

## BANKING ASSISTANCE:

Individuals impacted by COVID-19 can reach out to their banks to find out what they are doing to assist their customers during this time. Several Banks have set-up contact lines to work with individuals. The Federal Deposit Insurance Corporation (FDIC) and the (National Credit Union Administration (NCUA) have also put out information for bankers and consumers.

- FDIC: <https://www.fdic.gov/coronavirus/index.html>
- NCUA: <https://www.ncua.gov/>
- Apple Federal Credit Union: <https://applefcu.studentchoice.org/coronavirus-pandemic-information/>
- Bank of America: <https://about.bankofamerica.com/promo/assistance/latest-updates-from-bank-of-america-coronavirus>
- Capital One: <https://www.capitalone.com/coronavirus/>
- Chase: <https://www.chase.com/digital/resources/coronavirus>
- CitiBank: <https://online.citi.com/US/JRS/pands/detail.do?ID=covid19>
- Discover: <https://www.discover.com/coronavirus/>
- PNC: <https://www.pnc.com/en/customer-service/coronavirus-update.html>
- Wells Fargo: <https://www.wellsfargo.com/jump/enterprise/coronavirus-response>

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