

U.S. Small Business Administration

Agenda

1. Non-Monetary Assistance
   from the US SBA and our Partners

2. Financial Assistance from the US SBA
   for Small Businesses and Non-Profits

3. Additional Resources

These Slides are available to download at:
www.sba.gov/tx/houston

Non-Monetary Assistance

Important Non-Monetary Assistance from SBA

SBA has three local Resource Partners

- Texas Gulf Coast Small Business Development Centers (SBDC)
- SCORE Mentors
- The WBEA Women's Business Center (WBC)

A range of help during the downturn, to include:

- Cash flow management / short term financial management
- Messaging / Social Media to stay engaged with customers
- Import/Export
- Supply Chain
- Strategic Planning and Financial Tune-Up; prepare to prosper after the disaster
- Planning for further disasters / Risk management / Insurance counseling

Contact Information

Small Business Development Center 713-752-8444 www.sbdc.uh.edu	Houston SCORE 713-487-6565 www.houston.score.org
Women's Business Center 713-681-9232 www.wbea-texas.org/womens-business-center	U.S. Small Business Administration 713-773-6500 **SIGN-UP FOR EMAIL UPDATES:** www.sba.gov/tx/houston **FOLLOW US ON TWITTER:** @SBA_Houston

Financial Assistance From the US SBA

The CARES Act

- Signed into law Friday, March 27, 2020
- SBA policy regarding the CARES Act issued late April 2
- You should read the Act
- We can not offer legal interpretation of the Act
- We can not comment on portions of the Act unrelated to US SBA
- The complete CARES Act is located here:
- https://www.congress.gov/bill/116th-congress/house-bill/748/text

The CARES Act

DIVISION A—KEEPING WORKERS PAID AND EMPLOYED, HEALTH CARE SYSTEM ENHANCEMENTS, AND ECONOMIC STABILIZATION

TITLE I—KEEPING AMERICAN WORKERS PAID AND EMPLOYED ACT

Sec. 1101. Definitions.

Sec. 1102. Paycheck protection program.

Sec. 1103. Entrepreneurial development.

Sec. 1104. State trade expansion program.

Sec. 1105. Waiver of matching funds requirement under the women's business center program.

Sec. 1106. Loan forgiveness.

Sec. 1107. Direct appropriations.

Sec. 1108. Minority business development agency.

Sec. 1109. United States Treasury Program Management Authority.

Sec. 1110. Emergency EIDL grants.

Sec. 1111. Resources and services in languages other than English.

Sec. 1112. Subsidy for certain loan payments.

Sec. 1113. Bankruptcy.

Sec. 1114. Emergency rulemaking authority.

Forbearance of Your Existing SBA Loan

Micro Loans

- For micro loans, up to six (6) consecutive months
  - *Deferment may not cause the loan to extend beyond the maximum six (6) year maturity*

504 Loans

- Up to six (6) consecutive months or 20% of the original loan amount, whichever is less

Existing Disaster Loans

- SBA will defer existing loan payments through December 31, 2020 automatically.
- Borrowers of home and business disaster loans do not have to contact SBA to request deferment.

Important Item In CARES Act – 7(a) Loans

- SBA will pay your existing 7(a) loan (if loan started before Feb 15) for 6 months
- Principal, interest and any associated fees if loan is in a regular servicing status
- SBA will pay the first loan payment within 30 days of the first payment due after March 27, 2020.
- If Lender receives a payment from a Borrower after March 27, 2020, they must inform Borrower it has the option of:
  - Lender either returning the payment to the Borrower or
  - applying the payment to further reduce the balance after application of SBA's payment

Passage of the Coronavirus Aid, Relief, and Economic Security (CARES) Act Gives Businesses TWO Loan Choices

Affected, Eligible Business?

1	*2*
Paycheck Protection Program (PPP)	**Economic Injury Disaster Loan (EIDL)**
Loan is from existing SBA Lender	*Loan is directly from the federal government (SBA)*

Faith Based Eligibility

1. Faith-based organizations, including houses of worship, are now eligible to receive SBA loans under the PPP and EIDL programs.

2. Churches and related institutions qualify for PPP and EIDL loans as long as they meet the requirements of Section 501(c)(3)

3. Organizations must be small. If in doubt check SBA's size standards tables https://www.sba.gov/document/support--table-size-standards

EIDL Loans

Economic Injury Disaster Loans (EIDL)

- Loans up to $2 million; no payments for 12 months
- 3.75% interest rate for small businesses; 2.75% for private non-profits.
- Long-term repayments up to 30 years
- Small businesses, Small Ag cooperatives, and private non-profits are eligible
- May be used for fixed debts, payroll, accounts payable and other bills affected by the disaster
- May be approved solely on the applicant credit score.

Additional EIDL Details

No cost to apply; No obligation to take the loan (if offered)

Amount is determined by SBA from your information

Existing SBA Disaster or Business loans do not make you ineligible

Personal guarantee requirements:

- None if loan is under $200,000
- If over $200,000 then guarantee from all 20% or greater owners

Collateral:

- If over $25,000 EIDLs require collateral
- SBA will not decline for lack of collateral, but requires the pledge of what is available
- Does not require primary residence in Texas

CARES Act - EIDL Grant

- Until Dec 31, 2020 affected small businesses may request
- Up to $10,000
- Eligibility determined by self-certification
- Payment should occur within 3 days
- Repayment is not required even if subsequently denied a loan
- Advance may be used for any purpose described in section 7(b)(2) of the Small Business Act (15 U.S.C. 636(b)(2)), including:
  - paid employee sick leave if unable to work due to the direct effect of the COVID–19
  - payroll to retain employees
  - increased costs to obtain materials unavailable due to interrupted supply chains
  - rent or mortgage payments
  - obligations that cannot be met due to revenue losses

NOTE: An applicant **may receive** an EIDL Loan and a PPP loan as long as the costs being paid with each are different (no "double-dipping").

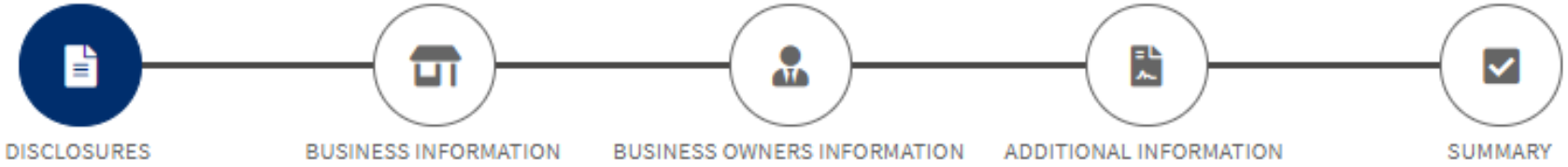
How to Apply for EIDL

- For the COVID-19 disaster everything is online
  - **Works on iPhone with Safari / Chrome on Android**
  - **If PC; works best with Internet Explorer or Microsoft Edge**
- The website for applying for EIDL is www.sba.gov/disaster
- You may also contact the SBA disaster customer service center:
  - 1-800-659-2955
  - e-mail disastercustomerservice@sba.gov
  - TTY: 1-800-877-8339

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Non-profits, Homeowners and Renters

COVID-19 ECONOMIC INJURY DISASTER LOAN APPLICATION



STREAMLINED PROCESS REQUIREMENTS

SBA is collecting the requested information in order to make a loan under SBA's Economic Injury Disaster Loan Program to the qualified entities listed in this application that are impacted by the Coronavirus (COVID-19). The information will be used in determining whether the applicant is eligible for an economic injury loan. If you do not submit all the information requested, your loan cannot be fully processed.

The Applicant understands that the SBA is relying upon the self-certifications contained in this application to verify that the Applicant is an eligible entity to receive the advance, and that the Applicant is providing this self-certification under penalty of perjury pursuant to 28 U.S.C. 1746 for verification purposes.

The estimated time for completing this entire application is two hours and ten minutes, although you may not need to complete all parts. You are not required to respond to this collection of information unless it displays a currently valid OMB approval number.

ELIGIBLE ENTITY VERIFICATION

Choose One:

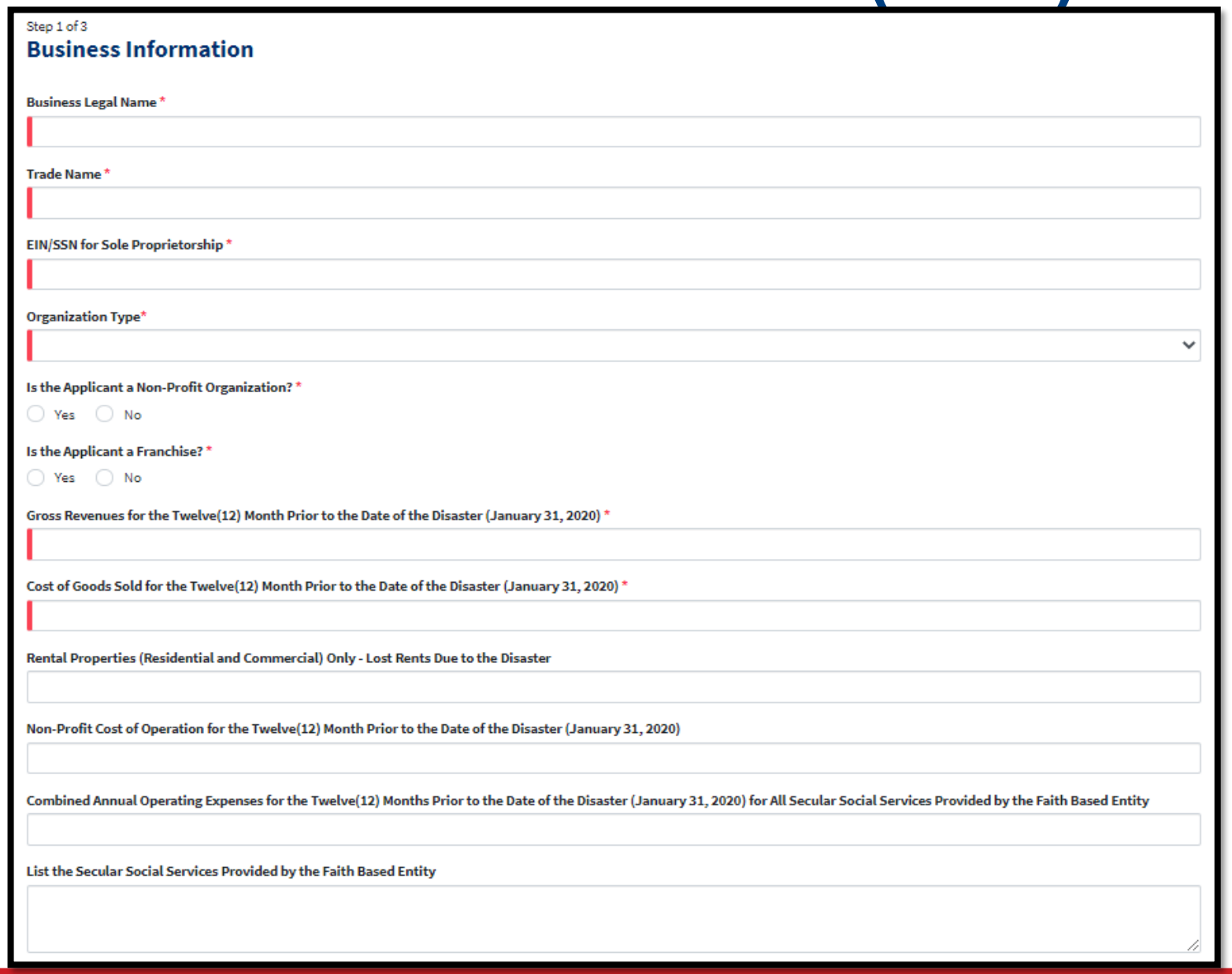
- ○ Applicant is a business with not more than 500 employees.
- ○ Applicant is an individual who operates under a sole proprietorship, with or without employees, or as an independent contractor.
- ○ Applicant is a cooperative with not more than 500 employees.
- ○ Applicant is an Employee Stock Ownership Plan (ESOP), as defined in 15 U.S.C. 632, with not more than 500 employees.
- ○ Applicant is a tribal small business concern, as described in 15 U.S.C. 657a(b)(2)(C), with not more than 500 employees.
- ○ Applicant is a business, including an agricultural cooperative, aquaculture enterprise, nursery, or producer cooperative, that is small under SBA Size Standards found at https://www.sba.gov/size-standards.
- ○ Applicant is a business with more than 500 employees that is small under SBA Size Standards found at https://www.sba.gov/size-standards.
- ○ Applicant is a private non-profit organization that is a non-governmental agency or entity that currently has an effective ruling letter from the IRS granting tax exemption under sections 501(c),(d), or (e) of the Internal Revenue Code of 1954, or satisfactory evidence from the State that the non-revenue producing organization or entity is a non-profit one organized or doing business under State law, or a faith-based organization.

Review and Check All of the Following:

Applicant must review and check all the following (If Applicant is unable to check all of the following, Applicant is not an Eligible Entity):

- [ ] Applicant is not engaged in any illegal activity (as defined by Federal guidelines).
- [ ] No principal of the Applicant with a 50 percent or greater ownership interest is more than sixty (60) days delinquent on child support obligations.
- [ ] Applicant is not an agricultural enterprise (e.g., farm), other than an aquaculture enterprise, agricultural cooperative, or nursery.
- [ ] Applicant does not present live performances of a prurient sexual nature or derive directly or indirectly more than de minimis gross revenue through the sale of products or services, or the presentation of any depictions or displays, of a prurient sexual nature.
- [ ] Applicant does not derive more than one-third of gross annual revenue from legal gambling activities.
- [ ] Applicant is not in the business of lobbying.
- [ ] Applicant cannot be a state, local, or municipal government entity and cannot be a member of Congress.

Business Information (1 of 2)



Step 1 of 3

Business Information

Business Legal Name *

Trade Name *

EIN/SSN for Sole Proprietorship *

Organization Type*

Is the Applicant a Non-Profit Organization? *

Yes No

Is the Applicant a Franchise? *

Yes No

Gross Revenues for the Twelve(12) Month Prior to the Date of the Disaster (January 31, 2020) *

Cost of Goods Sold for the Twelve(12) Month Prior to the Date of the Disaster (January 31, 2020) *

Rental Properties (Residential and Commercial) Only - Lost Rents Due to the Disaster

Non-Profit Cost of Operation for the Twelve(12) Month Prior to the Date of the Disaster (January 31, 2020)

Combined Annual Operating Expenses for the Twelve(12) Months Prior to the Date of the Disaster (January 31, 2020) for All Secular Social Services Provided by the Faith Based Entity

List the Secular Social Services Provided by the Faith Based Entity

Business Information (2 of 2)

Compensation From Other Sources Received as a Result of the Disaster

Provide Brief Description of Other Compensation Sources

Primary Business Address (Cannot be P.O. Box) *

City *

State *

County

Zip *

Business Phone *

Alternative Business Phone

Business Fax

Business Email *

Date Business Established *

mm/dd/yyyy

Current Ownership Since *

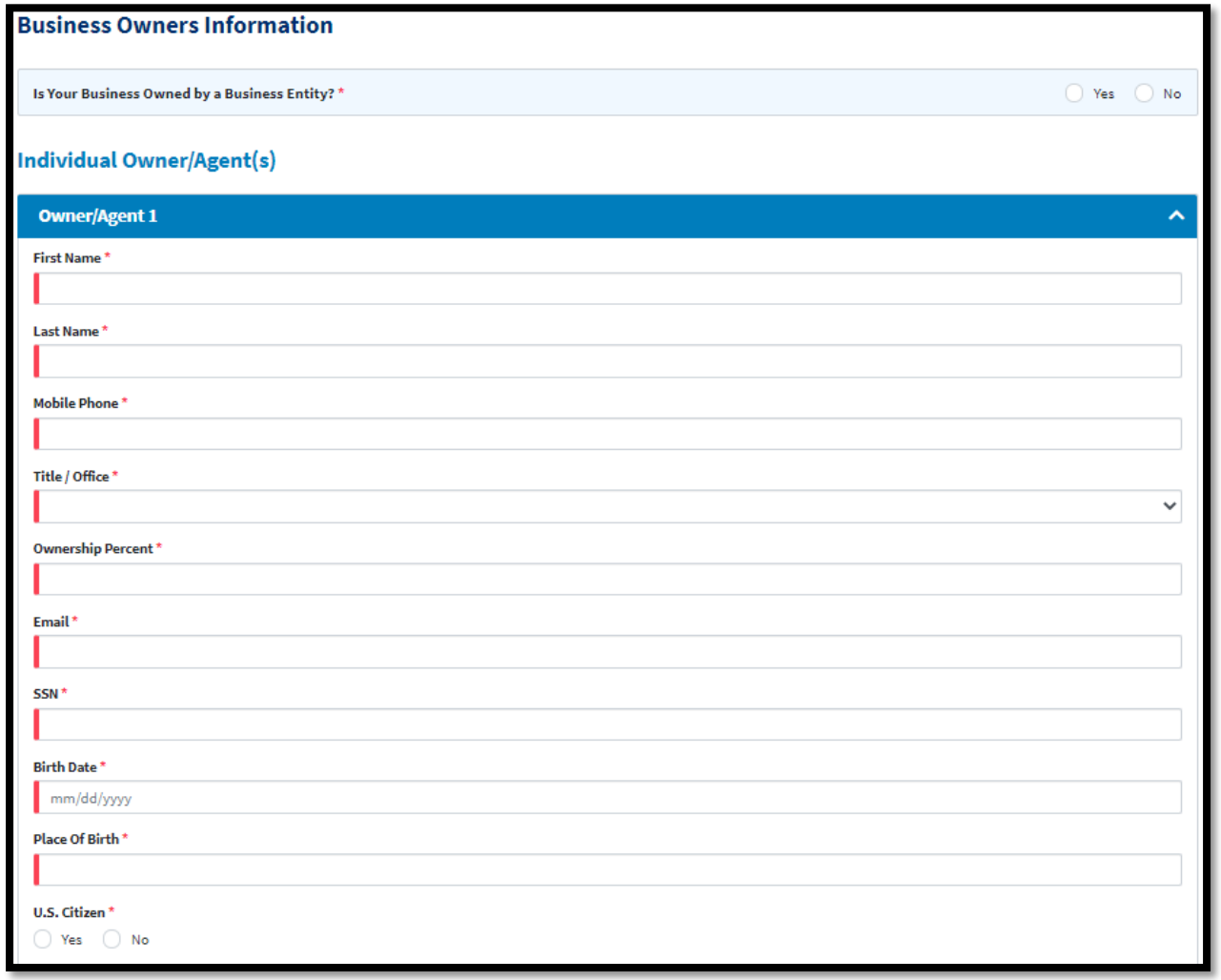
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Business Activity *

Detailed Business Activity*

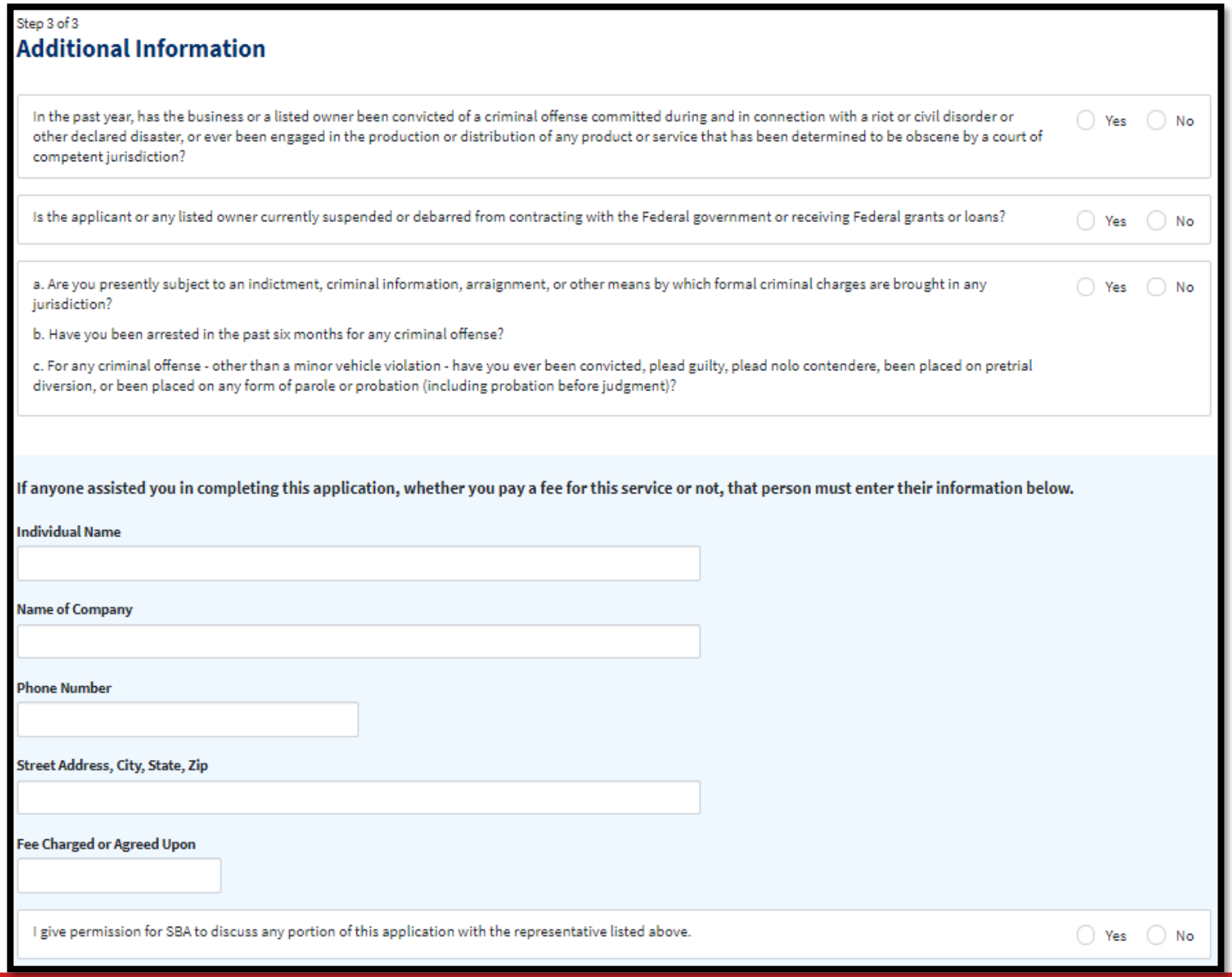
Number of Employees (As of January 31, 2020) *

Owner Information





Additional Information (1 of 2)



Step 3 of 3

Additional Information

In the past year, has the business or a listed owner been convicted of a criminal offense committed during and in connection with a riot or civil disorder or other declared disaster, or ever been engaged in the production or distribution of any product or service that has been determined to be obscene by a court of competent jurisdiction? ○ Yes ○ No

Is the applicant or any listed owner currently suspended or debarred from contracting with the Federal government or receiving Federal grants or loans? ○ Yes ○ No

a. Are you presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction? ○ Yes ○ No

b. Have you been arrested in the past six months for any criminal offense?

c. For any criminal offense - other than a minor vehicle violation - have you ever been convicted, plead guilty, plead nolo contendere, been placed on pretrial diversion, or been placed on any form of parole or probation (including probation before judgment)?

If anyone assisted you in completing this application, whether you pay a fee for this service or not, that person must enter their information below.

Individual Name

Name of Company

Phone Number

Street Address, City, State, Zip

Fee Charged or Agreed Upon

I give permission for SBA to discuss any portion of this application with the representative listed above. ○ Yes ○ No

Additional Information (2 of 2)

☐ **I would like to be considered for an advance of up to $10,000.**

Where to Send Funds

Bank Name *

Account Number *

Routing Number *

On behalf of the individual owners identified in this application and for the business applying for the loan:

I/We authorize my/our insurance company, bank, financial institution, or other creditors to release to SBA all records and information necessary to process this application and for the SBA to obtain credit information about the individuals completing this application.

If my/our loan is approved, additional information may be required prior to loan closing. I/We will be advised in writing what information will be required to obtain my/our loan funds. I/We hereby authorize the SBA to verify my/our past and present employment information and salary history as needed to process and service a disaster loan. I/We authorize SBA, as required by the Privacy Act, to release any information collected in connection with this application to Federal, state, local, tribal or nonprofit organizations (e.g. Red Cross Salvation Army, Mennonite Disaster Services, SBA Resource Partners) for the purpose of assisting me with my/our SBA application, evaluating eligibility for additional assistance, or notifying me of the availability of such assistance.

I/We will not exclude from participating in or deny the benefits of, or otherwise subject to discrimination under any program or activity for which I/we receive Federal financial assistance from SBA, any person on grounds of age, color, handicap, marital status, national origin, race, religion, or sex.

I/We will report to the SBA Office of the Inspector General, Washington, DC 20416, any Federal employee who offers, in return for compensation of any kind, to help get this loan approved. I/We have not paid anyone connected with the Federal government for help in getting this loan.

CERTIFICATION AS TO TRUTHFUL INFORMATION: By signing this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

WARNING: Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015.

☐ **I hereby certify UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE UNITED STATES that the above is true and correct.**

After Applying

Loan Processing Decision

- Information verified; credit checked; you may be asked for more info
- EIDL amount is determined
- A loan officer contacts you; makes recommendations
- Decision normally takes up to 4 weeks

Loan Closes and Funds Disbursed

- Sign and Submit Loan Documents
- Initial disbursement of $25K (this doesn't include the up to $10K Advance) within 5 days
- Case Manager assigned that will help you with the rest

Important Final Notes About EIDL Applications

- If more funds are needed you can submit supporting documents and request an increase
- If less funds are needed you can request a reduction
- If denied:
  - you get six months to provide a written reconsideration request with new / supplemental information
  - If denied a second time, you get an additional 30 days to appeal
- Please complete and submit *everything* required

PPP Loans

Payroll Protection Program (PPP)

- Intended to help small businesses with payroll and other operating expenses.
- SBA will forgive the portion of the loan proceeds used to cover:
  - The first eight weeks of payroll costs
  - Rent
  - Utilities
  - Mortgage interest
- More details here:
  - https://www.sba.gov/funding-programs/loans/paycheck-protection-program-ppp

PPP Eligibility

- Small business affected by COVID-19 with less than 500 employees, including
  - sole proprietorships, independent contractors, self-employed persons
  - private non-profit organization
  - 501(c)(19) veteran organizations
- Certain businesses may have more than 500 employees if they meet SBA's size standards for those industries
- Hospitality and food industry businesses with more than one location:
  - could be eligible at the store and location level if store employs less than 500 workers
  - This means each store location could be eligible

Loan Details & Forgiveness

- Details:
  - Maturity of 2 years; interest rate of 1%
  - Payments deferred for six months
  - No collateral or personal guarantees required
  - The Government nor lenders will charge small businesses any fees
- Forgiveness is:
  - Based on employer maintaining or quickly rehiring employees and maintaining salary levels
  - Reduced if full-time headcount declines or if salaries and wages decrease
  - Fully forgiven if the funds are used for payroll costs, interest on mortgages, rent, and utilities
  - At least 75% of the forgiven amount must have been used for payroll

How to Apply for PPP

- Apply through existing SBA 7(a) lenders – Apx 200 in the Houston District
  - Other lenders will be added as necessary
- Lenders have begun processing applications as of April 3, 2020
- Check with your existing lender, or
- List of SBA Lenders is at www.sba.gov/tx/houston under “corona virus”



Sample PPP Application (1 of 5)

Paycheck Protection Program
Borrower Application Form

OMB Control No.: 3245-0407
Expiration Date: 09/30/2020

Check One: ❑ Sole proprietor ❑ Partnership ❑ C-Corp ❑ S-Corp ❑ LLC ❑ Independent contractor ❑ Eligible self-employed individual ❑ 501(c)(3) nonprofit ❑ 501(c)(19) veterans organization ❑ Tribal business (sec. 31(b)(2)(C) of Small Business Act) ❑ Other	**DBA or Tradename if Applicable**
Business Legal Name	

Business Address	**Business TIN (EIN, SSN)**	**Business Phone**
		( ) -
	Primary Contact	**Email Address**

Average Monthly Payroll:	$	x 2.5 + EIDL, Net of Advance (if Applicable) Equals Loan Request:	$	Number of Employees:	
Purpose of the loan (select more than one):	☐Payroll ☐Lease / Mortgage Interest ☐Utilities ☐Other (explain):_____				

Sample PPP Application (2 of 5)

Applicant Ownership

List all owners of 20% or more of the equity of the Applicant. Attach a separate sheet if necessary.

Owner Name	Title	Ownership %	TIN (EIN, SSN)	Address

If questions (1) or (2) below are answered "Yes," the loan will not be approved.

Question	Yes	No
1. Is the Applicant or any owner of the Applicant presently suspended, debarred, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or agency, or presently involved in any bankruptcy?	☐	☐
2. Has the Applicant, any owner of the Applicant, or any business owned or controlled by any of them, ever obtained a direct or guaranteed loan from SBA or any other Federal agency that is currently delinquent or has defaulted in the last 7 years and caused a loss to the government?	☐	☐
3. Is the Applicant or any owner of the Applicant an owner of any other business, or have common management with, any other business? If yes, list all such businesses and describe the relationship on a separate sheet identified as addendum A.	☐	☐
4. Has the Applicant received an SBA Economic Injury Disaster Loan between January 31, 2020 and April 3, 2020? If yes, provide details on a separate sheet identified as addendum B.	☐	☐

If questions (5) or (6) are answered "Yes," the loan will not be approved.

Sample PPP Application (3 of 5)

	Question	Yes	No
5.	Is the Applicant (if an individual) or any individual owning 20% or more of the equity of the Applicant subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction, or presently incarcerated, or on probation or parole? Initial here to confirm your response to question 5 → _____	☐	☐
6.	Within the last 5 years, for any felony, has the Applicant (if an individual) or any owner of the Applicant 1) been convicted; 2) pleaded guilty; 3) pleaded nolo contendere; 4) been placed on pretrial diversion; or 5) been placed on any form of parole or probation (including probation before judgment)? Initial here to confirm your response to question 6 → _____	☐	☐
7.	Is the United States the principal place of residence for all employees of the Applicant included in the Applicant's payroll calculation above?	☐	☐
8.	Is the Applicant a franchise that is listed in the SBA's Franchise Directory?	☐	☐

Sample PPP Application (4 of 5)

By Signing Below, You Make the Following Representations, Authorizations, and Certifications

CERTIFICATIONS AND AUTHORIZATIONS

I certify that:

- I have read the statements included in this form, including the Statements Required by Law and Executive Orders, and I understand them.
- The Applicant is eligible to receive a loan under the rules in effect at the time this application is submitted that have been issued by the Small Business Administration (SBA) implementing the Paycheck Protection Program under Division A, Title I of the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) (the Paycheck Protection Program Rule).
- The Applicant (1) is an independent contractor, eligible self-employed individual, or sole proprietor or (2) employs no more than the greater of 500 or employees or, if applicable, the size standard in number of employees established by the SBA in 13 C.F.R. 121.201 for the Applicant's industry.
- I will comply, whenever applicable, with the civil rights and other limitations in this form.
- All SBA loan proceeds will be used only for business-related purposes as specified in the loan application and consistent with the Paycheck Protection Program Rule.
- To the extent feasible, I will purchase only American-made equipment and products.
- The Applicant is not engaged in any activity that is illegal under federal, state or local law.
- Any loan received by the Applicant under Section 7(b)(2) of the Small Business Act between January 31, 2020 and April 3, 2020 was for a purpose other than paying payroll costs and other allowable uses loans under the Paycheck Protection Program Rule.

For Applicants who are individuals: I authorize the SBA to request criminal record information about me from criminal justice agencies for the purpose of determining my eligibility for programs authorized by the Small Business Act, as amended.

Sample PPP Application (4 of 5)

CERTIFICATIONS

The authorized representative of the Applicant must certify in good faith to all of the below by **initialing** next to each one:

_____ The Applicant was in operation on February 15, 2020 and had employees for whom it paid salaries and payroll taxes or paid independent contractors, as reported on Form(s) 1099-MISC.

_____ Current economic uncertainty makes this loan request necessary to support the ongoing operations of the Applicant.

_____ The funds will be used to retain workers and maintain payroll or make mortgage interest payments, lease payments, and utility payments, as specified under the Paycheck Protection Program Rule; I understand that if the funds are knowingly used for unauthorized purposes, the federal government may hold me legally liable, such as for charges of fraud.

_____ The Applicant will provide to the Lender documentation verifying the number of full-time equivalent employees on the Applicant's payroll as well as the dollar amounts of payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities for the eight-week period following this loan.

_____ I understand that loan forgiveness will be provided for the sum of documented payroll costs, covered mortgage interest payments, covered rent payments, and covered utilities, and not more than 25% of the forgiven amount may be for non-payroll costs.

_____ During the period beginning on February 15, 2020 and ending on December 31, 2020, the Applicant has not and will not receive another loan under the Paycheck Protection Program.

_____ I further certify that the information provided in this application and the information provided in all supporting documents and forms is true and accurate in all material respects. I understand that knowingly making a false statement to obtain a guaranteed loan from SBA is punishable under the law, including under 18 USC 1001 and 3571 by imprisonment of not more than five years and/or a fine of up to $250,000; under 15 USC 645 by imprisonment of not more than two years and/or a fine of not more than $5,000; and, if submitted to a federally insured institution, under 18 USC 1014 by imprisonment of not more than thirty years and/or a fine of not more than $1,000,000.

_____ I acknowledge that the lender will confirm the eligible loan amount using required documents submitted. I understand, acknowledge and agree that the Lender can share any tax information that I have provided with SBA's authorized representatives, including authorized representatives of the SBA Office of Inspector General, for the purpose of compliance with SBA Loan Program Requirements and all SBA reviews.

_____ _____

Signature of Authorized Representative of Applicant Date

Documents Needed - PPP

Borrowers must submit documentation to establish eligibility such as:

- payroll processor records
- payroll tax filings
- If sole proprietorship, form 1099-MISC or income and expenses.

For borrowers that do not have such documentation, must provide:

- other supporting documentation
- such as bank records
- sufficient to demonstrate the qualifying payroll amount.

Non-SBA Additional Info

Additional Info / Resources

- See your existing bank – they may have non-SBA programs to help
- We have heard about:
  - PeopleFund and LiftFund Programs
- Texas Restaurant Association Grant Program
- Galveston EDA Short-term Loan Program: https://bit.ly/2UrL001
- Non-Profit Organization Assistance
- *More coming…*

Contact Information

Small Business Development Center 713-752-8444 www.sbdc.uh.edu	Houston SCORE 713-487-6565 www.houston.score.org
Women's Business Center 713-681-9232 www.wbea-texas.org/womens-business-center	U.S. Small Business Administration 713-773-6500 **SIGN-UP FOR EMAIL UPDATES:** www.sba.gov/tx/houston **FOLLOW US ON TWITTER:** @SBA_Houston

Small Business Scam & Fraud Scheme Advisory

- The presence of an SBA logo on a webpage or correspondence ***does not*** guaranty the information is from the SBA
- If someone contacts you promising to get approval of an SBA loan, but requires any payment up front, **suspect fraud**
- After you apply:
  - Verify all correspondence you receive; that the application number is the same as your actual application number
  - Any email communication from SBA will end with ***gov***
- SBA limits the fees a broker can charge a borrower
- SBDC/SCORE/WBC do not charge for their services
- Report any suspected fraud to OIG's Hotline at 800-767-0385 or online at, https://bit.ly/2UxdAhL

Most Common Questions

Common Questions (1/2)

- Visit www.sba.gov/tx/houston, under Coronavirus resources:
  - *For a copy of this slide deck*
  - *For the Houston District SBA lender list*
- What banks are offering PPP loans?
  - *Many of the SBA lenders in Houston have already started*
- Can I check status of my application online?
  - *YES, but not currently on the website. To be updated soon.*
  - *Until then email or phone disaster customer service 1-800-659-2955 (24/7).*
  - *The Houston District office is unable to check status.*
- Are EIDL loans forgiven?
  - *NO, but the Advance is a grant (is forgiven)*

Common Questions (2/2)

- Can I apply for both EIDL and PPP?
  - *YES; however, you cannot duplicate costs.*
- Which loan should I apply for EIDL or PPP?
  - *Each business is different. Our network of local, free resources can help.*
- I have already submitted my EIDL application can I submit for the PPP loan?
  - *YES, just don't duplicate costs included in the EIDL.*
  - *If payroll was on the EIDL, you must refinance the EIDL into the PPP*
- I have already submitted my EIDL application but didn't get the Advance?
  - *Submit the new application even if you previously submitted an EIDL application. Applying for the Advance will not impact the status or slow your existing application.*

For questions about your specific situation

- *For the EIDL Loan; SBA Disaster Customer Service:*
  - 1-800-659-2955 -- TTY: 1-800-877-8339
  - e-mail disastercustomerservice@sba.gov
- *For the PPP Loan:*
  - Contact the SBA lender of your choice
  - Lender list at www.sba.gov/tx/Houston under Coronavirus Resources
- *One of our Resource Partners for general guidance:*
  - Texas Gulf Coast SBDC 713-752-8444 www.sbdc.uh.edu
  - Houston SCORE 713-487-6565 www.houston.score.org
  - Women's Business Center 713-681-9232 www.wbea-texas.org/womens-business-center