



# Surviving the Financial Crisis - COVID-19

## What Every Employer Needs to Know

**\*Click on each title to link to additional information\***

### Federal Laws & Programs

#### [Families First Coronavirus Response Act](#)

- An expansion of the Family and Medical Leave Act (FMLA)
- Applies to companies with 50–500 employees (some exceptions exist)
- Changes apply after first ten days of sick leave
- Quarantined employees get 2 week's pay at full pay rate
- Other reasons, such as caregiver requirements, get paid at 2/3 pay rate (caps exist)
- After two weeks, applicable persons can be paid at 2/3 rate up to 10 more weeks
- IRS will reimburse for wages, payroll taxes and benefits
- Expires 12/31/20

#### [IRS](#)

- 2019 tax filing/payment deadline has been moved back to July 15, 2020
- New tax credits for providing sick leave. Pays 100% of wages and healthcare benefits costs. Can be applied for immediately.
- Employer share of payroll taxes are deferred until the end of 2020. 50% due on 12/31/21 and the other 50% due on 12/31/22

#### [Paycheck Protection Program](#)

- Designed to keep employees employed
- 100% federally guaranteed loans to small businesses
- Applies to for-profit and non-profit entities with less than 500 employees (exceptions exist)
- Loan amounts can be 2.5x average monthly payroll costs. (Can't exceed \$2 million)
- Pay per employee is capped at \$100,000
- Some, or all of this loan may be forgiven. Loan is forgiven only on amounts spent in the eight weeks after the loan.
- Additional guidance is still being provided

#### [Employee Retention Credit](#)

- Refundable payroll tax credit for 50% of wages paid from 3/13/20 through 12/31/20.
- Credit is based upon payroll taxes paid
- Credit is capped on the first \$10,000 of payroll per employee during applicable period



**\*More Information on Page 2\***

## Small Business Administration Loans

**Check your business insurance first. Do you have interruption insurance that applies?**

### SBA Emergency Economic Injury Disaster Loans (EIDL Grants)

- For companies suffering economic injury
- Funds may be used for fixed debts, payroll, Accounts Payable and other reasons
- Up to \$2 million at 3.75%
- No personal guaranty
- Up to 30-year repayment schedule
- Advance of up to \$10,000 available in three business days

### SBA Express Loans

- Can be used for a variety of business purposes
- Maximum loan amount is \$1 million at a variable interest rate
- SBA guarantees 50% of loan; other guarantees may be required
- Loan can be a term loan or a line of credit
- 36-hour application turnaround time
- Funds available within 90 days



## Pennsylvania State Laws & Programs

### Shared Work Program

- Allows employers to decrease hours of work while granting partial UI benefits to employees with reduced hours
- Employees receive the percentage of UC benefits as the percentage of work decreases

### COVID-19 Working Capital Access Program

- Eligible to businesses located in Pennsylvania with 100 or fewer full-time employees
- Maximum loan size is \$100,000
- Interest set by Pennsylvania Industrial Development Authority
- 3-year term with no payments due the first year
- No job retention or creation requirements
- Funds can be used for working capital. Funds cannot be used for fixed assets and production machinery and equipment.

### WedNET

- Incumbent Worker Training Funds
- Up to \$600 per trainee, per year, for Essential Skills Training
- Up to \$1,200 per trainee, per year, for Advanced Technology Training
- Investigating approval for Layoff Aversion Training

### GoFundMe Small Business Relief Fund

- GoFundMe is providing \$500 relief grants to qualifying small businesses who raise \$500 or more on GoFundMe

### On-The-Job Training

- Provides 50% wage reimbursement for eligible new hires for up to 6 months
- Dependent upon local approval

## Other Guidance

- When possible, use a furlough instead of a layoff. Employees will still be able to file for unemployment, but your company will not be penalized with higher unemployment insurance rates.
- Top SBA lenders in eastern Pennsylvania include: Berkshire Bank, TD Bank, PNC, Wells Fargo, Citizens Bank of Pennsylvania, M&T, Celtic, Noah, Newtek Small Business Financing and Santander Bank.