



Understand Your Federal COVID-19 Assistance Options

	What is it?	How do I use it?	Do I qualify?	How much do I get?	Do I need to repay?	How long does it last?	What are the restrictions?
CARES Paycheck Protection Loan (PPP)	<p>Loan on favorable terms for 8 weeks of payroll and op exp</p> <p>100% federal guarantee</p> <p>Automatic 6 month pay deferral (extendible to 1 year)</p>	<p>Use for payroll costs and op exp for the eight-week period following loan disbursement</p>	<p>Employer with 500 or fewer employees</p> <p> Currently on hold pending appropriations funding.</p>	<p>250% of qualifying average monthly payroll up to \$10M</p>	<p>Loan can be forgiven if funds used for payroll and operating costs during loan period. No more than 25% may be used for non-payroll costs</p>	<p>Loan for February 15, 2020 to June 30, 2020</p>	<p>Cannot use CARES credits</p> <p>Must stop SS deferrals after you receive notice your PPP loan is forgiven</p>
SBA Economic Injury Disaster Loan (EIDL)	<p>Disaster relief SBA loan</p> <p>Grant of \$10,000 possible</p> <p>Low interest rates (3.75% for businesses, 2.75% for nonprofits)</p> <p>Automatic one-year deferral on repayment</p>	<p>EIDL loan amount determined by SBA</p> <p>\$10,000 grant for working capital does not need to be repaid even if EIDL loan is ultimately rejected</p> <p>Timing for grant remains subject to change by SBA</p>	<p>Employer with 500 or fewer employees</p> <p> Currently on hold pending appropriations funding.</p>	<p>Up to \$2million for working capital needs such as fixed debt and payroll.</p>	<p>\$10,000 grant does not need to be repaid</p> <p>The loan must be repaid, but an automatic payment deferral is available</p>	<p>Loan for January 31, 2020 to December 31, 2020</p>	<p>Cannot use a PPP loan and EIDL loan for the same expenses</p>
SBA Express Bridge Loans (EBL)	<p>Disaster relief SBA loan</p> <p>If you have an existing relationship with an SBA Express Lender, you can access up to \$25,000 quickly. Loan term is 7 years max.</p>	<p>Used in conjunction with an EIDL. Must be used exclusively to support survival and/or reopening. Is distributed as working capital.</p>	<p>Employers with 500 or fewer employees. Underwriting guidelines apply.</p>	<p>Up to \$25,000</p>	<p>Yes</p>	<p>Can be approved through March 13, 2021</p>	<p>None</p>
SBA Debt Relief	<p>Provides relief to small businesses with SBA 7(a), 504 and microloans.</p>	<p>SBA will cover loan payments including principal and interest for 6 months.</p>	<p>Employers with 500 or fewer employees with current 7(a), 504 or microloan or received one within six months of CARES Act</p>	<p>N/A</p>	<p>N/A</p>	<p>6 months</p>	<p>None</p>

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CARES Social Security Tax Deferral	Defer payment of ER Social Security taxes	You elect to defer through TriNet and tell us the date on which your deferral should begin	Any employer can elect to defer these taxes	ER portion of Social Security taxes per employee (6.2% of wages up to \$137,700)	Yes, 50% end of 2021 with remainder at end of 2022	ER portion of Social Security between March 27, 2020 and December 31, 2020	You may not defer after you receive notice your PPP loan is forgiven
CARES Employee Retention Tax Credits	Reduce ER Social Security taxes and/or obtain IRS refund for 50% of wage payments to certain active and furloughed employees	TriNet reduces your payroll taxes (fed withholdings and ER and EE portion of Social Security and Medicare) If you have more credits than payroll taxes to reduce, you file a Form 7200 with the IRS for a refund of the excess	Full or partial business suspension due to COVID-19, or Decline of 50% or more in gross receipts in a 2020 quarter (ends when back over 80%)	Up to \$5K credit per qualifying employee Applies against 50% of wages up to \$10K in wages per employee	No	Wage payments between March 13, 2020 and December 31, 2020	Cannot obtain PPP loan More than 100 FTE employees means you can only use the credit for wages paid to fully furloughed employees
Families First (FFCRA) Tax Credits	Reduce payroll taxes by the amount of qualifying COVID-19 related leave paid to your employees	You notify TriNet when your employees take qualifying leave – see next chart TriNet reduces your payroll taxes (fed withholdings and ER and EE portion of Social Security and Medicare) If you have more credits than payroll taxes to reduce, you file a Form 7200 with the IRS for a refund of the excess	Employer with fewer than 500 employees	Tax credit equal to the amount of qualifying leave paid	No	Qualifying leave payments between April 1, 2020 and December 31, 2020	FFCRA credits do not restrict you any CARES programs above

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FFCRA emergency paid sick leave (ePSL) and emergency family medical leave (eFML)*

Eligible Reason for Leave <i>Employee is unable to work or telework due to:</i>		Leave Type & Pay Rate	Caps Per Employee	Length of Leave
1.	Employee is subject to a Federal, State or local quarantine or isolation order related to COVID-19.	ePSL Full pay rate	\$511 per day \$5,110 aggregate	2 weeks of leave • 80 hours full time • Average hours part-time
2.	Employee advised by a health care provider to self-quarantine due to concerns related to COVID-19.	ePSL Full pay rate	\$511 per day \$5,110 aggregate	2 weeks of leave • 80 hours full time • Average hours part-time
3.	Employee is experiencing symptoms of COVID-19 and is seeking medical diagnosis.	ePSL Full pay rate	\$511 per day \$5,110 aggregate	2 weeks of leave • 80 hours full time Average hours part-time
4.	Employee is caring for an individual who is subject to an order or quarantine under reasons (1) or (2) above.	ePSL 2/3 regular rate	\$200 per day \$2,000 aggregate	2 weeks of leave • 80 hours full time • Average hours part-time
5.	Employee is caring for a child whose school or place of care is closed, or child care provider is unavailable, due to COVID-19 related reasons.	eFMLEA or ePSL** 2/3 regular rate for weeks 3 to 12**	\$200 per day \$10,000 aggregate for weeks 3 to 12**	12 weeks of leave** • Weeks 1-2 unpaid • Weeks 3-12 paid
6.	Employee is experiencing any other substantially similar condition permitted by Secretary of Health and Human Services guidelines.	ePSL 2/3 regular rate	\$200 per day \$2,000 aggregate	2 weeks of leave • 80 hours full time • Average hours part-time

* **Potential Exemption:** Employers with fewer than 50 employees may be exempt from these leave requirements if they satisfy Department of Labor rules. See DOL guidance at <https://www.dol.gov/agencies/whd/pandemic/ffcra-questions>.

** **Two Types of Leave:** eFMLEA leave must be unpaid during weeks 1 and 2. Employees must have been working for a client for a minimum of 30 days to be eligible for eFMLEA. Employees can use ePSL, PTO or any other leave to cover all or part of this 2-week period. For example, employees could use ePSL for Reason 5 for weeks 1 and 2 and then use eFMLEA for weeks 3 to 12.