



U.S. Small Business  
Administration

# SBA's Disaster Declaration Makes Loans Available Due to the Coronavirus (COVID-19)

The U.S. Small Business Administration (SBA) is offering designated states and territories low-interest federal disaster loans for working capital to small businesses suffering substantial economic injury as a result of the Coronavirus (COVID-19).



*Administrator Jovita Carranza*

# SBA's Economic Injury Disaster Loan Basics

## What businesses are eligible to apply?

SBA's Economic Injury Disaster Loans (or working capital loans) are available to small businesses, small agricultural cooperatives, small aquaculture businesses and most private non-profit organizations

## This includes:

- Businesses directly affected by the disaster
- Businesses that offer services directly related to the businesses in the declaration
- Other businesses indirectly related the industry that are likely to be harmed by losses in their community

(Example: Manufacturer of widgets may be eligible as well as the wholesaler and retailer of the product)

# Private Non-Profit Eligibility

- Nursing homes, food kitchens, museums, educational facilities, senior citizen centers, daycare centers, playhouses, community centers, shelters, rescue organizations, associations ,etc.
- An eligible private non-profit organization is a non-governmental agency or entity that currently has:
  - 1) An effective ruling letter from the U.S. Internal Revenue Service, granting tax exemption under sections 501(c), (d), or (e) of the Internal Revenue Code of 1954

OR

(2) Satisfactory evidence from the State that the nonrevenue producing organization or entity is a non-profit organized or doing business under State law.

# Ineligible Entities

## What are some of the businesses that are ineligible for an Economic Injury Disaster Loan?

- Agricultural Enterprises -If the primary activity of the business (including its affiliates) is as defined in Section 18(b)(1) of the Small Business Act, neither the business nor its affiliates are eligible for EIDL assistance.
- Religious Organizations
- Charitable Organizations
- Gambling Concerns (Ex: Concerns that derive more than 1/3 of their annual gross revenue from legal gambling activities)
- Casinos & Racetracks (Ex: Businesses whose purpose for being is gambling (e.g., casinos, racetracks, poker parlors, etc.)) are not eligible for EIDL assistance regardless of 1/3 criteria above.

# SBA's Working Capital Loans are Different from Other SBA Loans

SBA's Economic Injury Disaster Loan (EIDLs) funds come directly from the U.S. Treasury.

Applicants do not go through a bank to apply. Instead apply directly to SBA's Disaster Assistance Program at: [DisasterLoan.sba.gov](https://DisasterLoan.sba.gov)

There is no cost to apply.

There is no obligation to take the loan if offered.

The maximum unsecured loan amount is \$25,000.

Applicants can have an existing SBA Disaster Loan and still qualify for an EIDL for this disaster, but the loans cannot be consolidated.

# SBA's Economic Injury Disaster Loan Basics

## What is the criteria for a loan approval?

Credit History - Applicants must have a credit history acceptable to SBA.

Repayment – SBA must determine that the applicant business has the ability to repay the SBA loan.

Eligibility - The applicant business must be physically located in a declared county and suffered working capital losses due to the declared disaster, not due to a downturn in the economy or other reasons.



# SBA's Economic Injury Disaster Loan Terms

## How much can I borrow?

Eligible entities may qualify for loans up to \$2 million.

The interest rates for this disaster are 3.75 percent for small businesses and 2.75 percent for nonprofit organizations with terms up to 30 years.

Eligibility for these working capital loans are based on the size (must be a small business) and type of business and its financial resources.

## How can I use the loan funds?

These working capital loans may be used to pay fixed debts, payroll, accounts payable, and other bills that could have been paid had the disaster not occurred. The loans are not intended to replace lost sales or profits or for expansion.



# Economic Injury Disaster Loan Terms



## What are the collateral requirements?

- Economic Injury Disaster Loans over \$25,000 require collateral.
- SBA takes real estate as collateral when it is available.
- SBA will not decline a loan for lack of collateral, but requires borrowers to pledge what is available.

# Basic Filing Requirements

- Completed SBA loan application (SBA Form 5 or 5C).
- Tax Information Authorization (IRS Form 4506T) for the applicant, principals and affiliates.
- Complete copies of the most recent Federal Income Tax Return.
- Schedule of Liabilities (SBA Form 2202).
- Personal Financial Statement (SBA Form 413).

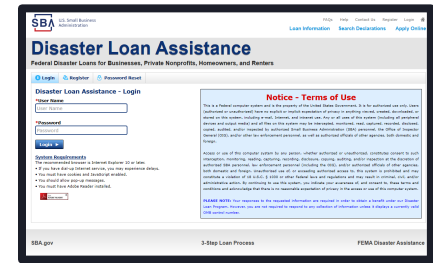
Other Information may also be requested.

*\*Although a paper application and forms are acceptable, filing electronically is easier, faster and more accurate.*

This is the front page of the SBA Disaster Business Loan Application (Form 5). It includes fields for applicant information, disaster details, and business information. Key sections include: 1. ABE YOU APPLYING FOR (Physical Damage, Economic Injury, etc.), 2. BUSINESS TYPE, 3. APPLICANT'S LEGAL NAME, 4. FEDERAL E.I.N., 7. MAILING ADDRESS, 8. BUSINESS ADDRESS, 9. PROVIDE THE NAMES OF THE INDIVIDUALS TO CONTACT FOR, 10. ALTERNATE WAY TO CONTACT YOU, 11. BUSINESS ACTIVITY, 12. NUMBER OF EMPLOYEES, 13. DATE BUSINESS ESTABLISHED, 14. CURRENT MANAGER, 15. AMOUNT OF ESTIMATED LOSS, and 16. INSURANCE COVERAGE OF ASSET.

This is the front page of the SBA Disaster Home/Sole Proprietor Loan Application (Form 5C). It includes fields for applicant information, disaster details, and business information. Key sections include: 1. ABE YOU APPLYING FOR, 2. BUSINESS TYPE, 3. APPLICANT'S LEGAL NAME, 4. FEDERAL E.I.N., 7. MAILING ADDRESS, 8. BUSINESS ADDRESS, 9. PROVIDE THE NAMES OF THE INDIVIDUALS TO CONTACT FOR, 10. ALTERNATE WAY TO CONTACT YOU, 11. BUSINESS ACTIVITY, 12. NUMBER OF EMPLOYEES, 13. DATE BUSINESS ESTABLISHED, 14. CURRENT MANAGER, 15. AMOUNT OF ESTIMATED LOSS, and 16. INSURANCE COVERAGE OF ASSET.

# Additional Filing Requirements



## Other information that may be requested:

- Complete copy, including all schedules, of the most recent Federal income tax return for principals, general partners or managing member, and affiliates (see filing requirements for more information).
- If the most recent Federal income tax return has not been filed, a year-end profit-and-loss statement and balance sheet for that tax year .
- A current year-to-date profit-and-loss statement .
- Additional Filing Requirements (SBA Form 1368) providing monthly sales figures. (This is especially important for Economic Injury Disaster Loans.)



# How to Apply

**SBA's Customer Service Representatives are ready to serve.**

- Applicants may apply online using the Electronic Loan Application (ELA) via SBA's secure website at <https://disasterloan.sba.gov/ela>.
- Paper loan applications can be downloaded from [www.sba.gov/disaster](http://www.sba.gov/disaster). Completed applications should be mailed to: U.S. Small Business Administration, Processing and Disbursement Center, 14925 Kingsport Road, Fort Worth, TX 76155.
- Disaster loan information and application forms may also be obtained by calling the SBA's Customer Service Center at 800-659-2955 (800-877-8339 for the deaf and hard-of-hearing) or by sending an email to [disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov).

# Submit Your Application As Soon As Possible

Recheck the filing requirements to ensure that all the needed information is submitted.

The biggest reason for delays in processing is due to missing information. Make sure to complete all filing requirements before submitting the application and forms.

If more funds are needed, applicants can submit supporting documents and a request for an increase. If less funds are needed, applicants can request a reduction in the loan amount.

If the loan request is denied, the applicant will be given up to six months in which to provide new information and submit a written request for reconsideration.

# Filing Requirements

- Electronic Loan Application (Form 5)
- Tax Authorization (Form 4506-T) 20% Owners/GP/50% Affiliate
- Most recent Business Tax Return
- Personal Financial Statement (Form 413) 20% Owners/GP
- Schedule of Liabilities (Form 2202)

# Disaster Loan Application Portal (DLAP)

DOUBLE-CLICK ON THE LINK TO ACCESS THE SITE

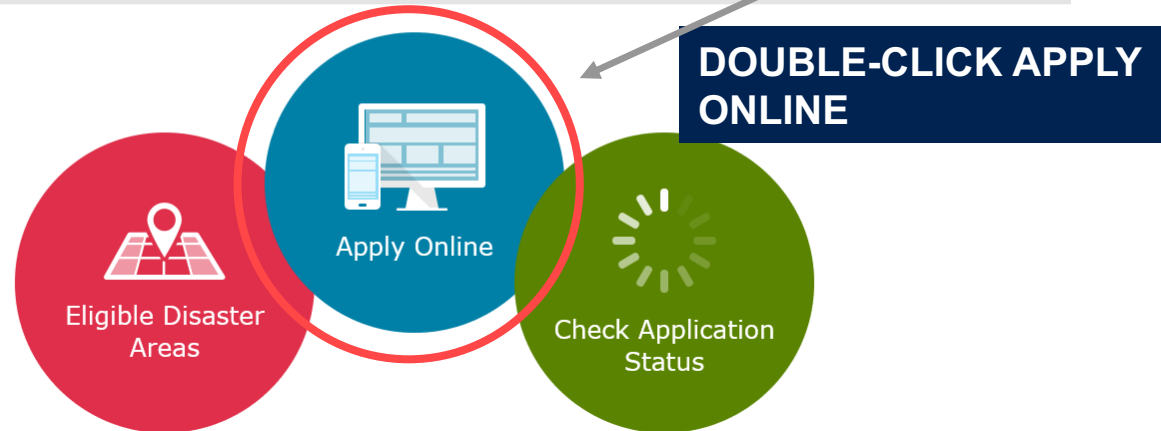
<https://disasterloan.sba.gov/ela/>



FAQs Help Contact Us Register Login   
[Loan Information](#) [Search Declarations](#) [Apply Online](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters



# Register



## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

[Login](#) [Register](#) [Password Reset](#)

### Disaster Loan Assistance - Login

\*User Name

\*Password

[Login](#)

#### System Requirements

The recommended browser is Internet Explorer 10 or later.

- If you have dial-up Internet service, you may experience delays.
- You must have cookies and JavaScript enabled.
- You should allow pop-up messages.
- You must have Adobe Reader installed.



### Notice - Terms of Use

This is a Federal computer system and is the property of the United States Government. It is for authorized use only. Users (authorized or unauthorized) have no explicit or implicit expectation of privacy in anything viewed, created, downloaded, or stored on this system, including e-mail, Internet, and intranet use. Any or all uses of this system (including all peripheral devices and output media) and all files on this system may be intercepted, monitored, read, captured, recorded, disclosed, copied, audited, and/or inspected by authorized Small Business Administration (SBA) personnel, the Office of Inspector General (OIG), and/or other law enforcement personnel, as well as authorized officials of other agencies, both domestic and foreign.

Access or use of this computer system by any person, whether authorized or unauthorized, constitutes consent to such interception, monitoring, reading, capturing, recording, disclosure, copying, auditing, and/or inspection at the discretion of authorized SBA personnel, law enforcement personnel (including the OIG), and/or authorized officials of other agencies, both domestic and foreign. Unauthorized use of, or exceeding authorized access to, this system is prohibited and may constitute a violation of 18 U.S.C. § 1030 or other Federal laws and regulations and may result in criminal, civil, and/or administrative action. By continuing to use this system, you indicate your awareness of, and consent to, these terms and conditions and acknowledge that there is no reasonable expectation of privacy in the access or use of this computer system.

**PLEASE NOTE:** Your responses to the requested information are required in order to obtain a benefit under our Disaster Loan Program. However, you are not required to respond to any collection of information unless it displays a currently valid OMB control number.

From this page you can:

1) Begin a new application by clicking on Register

2) Return to complete a started application by inputting a user name and password



# Complete Registration Information

**SBA** U.S. Small Business Administration

FAQs Help Contact Us Register Login

[Loan Information](#) [Search Declarations](#) [Apply Online](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

### User Registration (Part 1 of 2)

The registration information that you provide will be used to verify your identity and for future logins. Please ensure that this information is accurate and correct.

**WARNING** - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

**Personal Information**

\*First Name  HI  \*Last Name  Suffix  \*

\*Social Security Number  \*Date of Birth

**Primary Address (Prior to the Disaster)**

\*Address Line 1

Address Line 2

\*City  \*State  \*Zip Code  County

Email Address  Re-enter Email Address   Receive status notifications by email

As an additional security measure, we will be sending a separate pass code to your phone or email which you will need to log in to the disaster loan application once you complete the registration process. You must have access to your phone or email to receive your pass code to login.

\*Primary Phone Number  Alternate Phone Number

I acknowledge and understand that third parties are providing information or services to the U.S. Small Business Administration in order for the U.S. Small Business Administration to authenticate my identity. I agree to hold harmless said third parties and indemnify said third parties from any and all liability resulting from my use of the authentication services.

On page 1 of the registration, pay close attention to the sections with an \* these sections must be completed. It is important that a good email address and cell

**WARNING** - For your security, navigating away from either of the registration pages before the registration process is completed will clear out any information entered. To ensure your registration is successful, complete part 1 and part 2 of the registration process completely.

**User Data**

\*User Name   
(Must be at least 6 characters)

\*Password   
(Must be at least 8 characters and must contain at least three of the following items: one uppercase letter, one lowercase letter, one number, one special character from this list: !@#\$%^&\*()\_+-=[\]{}|;':",<.>?)


\*Confirm Password   
Your passwords must match

\*Security Question 1

\*Security Question 2

\*Security Question 3

Please type the text appearing in the image below:  
Note: If you cannot view the image for any reason, please click on the speaker icon to hear the code.  
Then enter the code in the box below.



\*Enter Code

To advance to the next page, go next

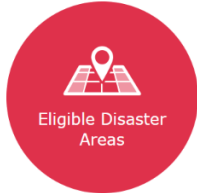
On page 2 of the registration you will create your unique user-name and password. When creating your security questions, make sure to use information you won't likely forget. If your password ever requires a reset, you would need this information

# Apply Online

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Hello, Chadwick



Eligible Disaster Areas



Apply Online

Double Click on "Apply Online"



[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

### Loan Type Selection

An icon representing businesses and non-profits, showing a stack of money, a building, and a storefront.

**Businesses and Non-Profits**

Loans for repair or replacement of disaster damaged business, property and/or contents and/or economic injury (including owners of rental properties)

An icon representing homeowners and renters, showing a car, a house, and a boat.

**Homeowners and Renters**

Loans to Homeowners and Renters for the repair or replacement of disaster damaged real estate and/or personal property (including vehicles)

Double Click on Business and Non Profit

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

# Business Type



[FAQs](#) [Help](#) [Contact Us](#) [My Account](#) [Logout](#)

[Loan Information](#) [Search Declarations](#) [Apply Online](#) [Message Center](#)

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application

Save

### Business Losses

\*Please select the type of organization that best describes your business.

- Sole-Proprietor (including individuals with income properties)
- Corporation
- Partnership
- Private Non-Profit Organization (e.g. religious, charitable, community organizations)
- Limited Partnership
- Trust
- Limited Liability Entity (LLC, LLP, etc.)

\*Are you applying for: (check all that apply)

- Real Property (including Leasehold Improvements)
- Business Contents (Machinery & Equipment, Furniture & Fixtures, and Other Business Assets, i.e. Inventory)
- Economic Injury (EIDL)
- Military Reservist Economic Injury (MREIDL)

If you log out or close your browser now you will need to restart your application.

Previous

Next

SBA Form 5 would be completed by:

- Corporations
- Partnership
- Private Non-Profit Organizations
- Limited Partnership
- Trust
- Limited Liability Entity

SBA Form 5C would be completed by:  
Sole Proprietorship

Once you make your selection the system will automatically direct you to the form.

SBA.gov

3-Step Loan Process

FEMA Disaster Assistance

# Select State /County / Disaster Declaration

U.S. Small Business Administration

Loan Information Search Declarations Apply Online Message Center

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application Progress Save

### Declaration Selection

Please enter the State and County of the property damaged by the disaster.

\*State: Virginia  
\*County: Select a County...

If you log out or close your browser now you will need to restart your application.

Previous Next

Use the drop-down box and select the State and County where the loss has happened

SBA.gov 3-Step Loan Process FEMA Disaster Assistance

Select the disaster declaration

U.S. Small Business Administration

Loan Information Search Declarations Apply Online Message Center

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Disaster Loan Application Progress Save

### Declaration Selection

Please enter the State and County of the property damaged by the disaster.

\*State: Virginia \*County: Fairfax

Select the Disaster that affected you.

Select	Disaster Name	Disaster Description	State	Disaster Date	Filing Deadline
<input type="radio"/>	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	2020 AGENCY DISASTER IN VIRGINIA GEO - 1.50	VA	1/30/2020	10/27/2020
<input checked="" type="radio"/>	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	2020 PRES IA DISASTER IN VIRGINIA GEO - 1.25	VA	1/28/2020	10/27/2020
<input type="radio"/>	ALICE DCMS 2.0 SF LV PRES IA DISASTER	Alice DCMS 2.0 SF LV PRES IA Disaster	VA	11/1/2019	8/10/2020
<input type="radio"/>	NEW DCMS 2.0 PRES IA	NEW DCMS 2.0 PRES IA DISASTER FOR TEN/VA	VA	8/28/2019	4/27/2021

# Local Assistance

Free assistance with reconstructing financial records, preparing financial statements and submitting the loan application is available from any of SBA's resource partners: Small Business Development Centers (SBDCs), SCORE, Women's Business Centers (WBC), and Veteran's Business Outreach Centers.

For the nearest office, visit: <https://www.sba.gov/local-assistance>

## **Brockport SBDC**

585-395-8410

[sbdc@Brockport.edu](mailto:sbdc@Brockport.edu)

[www.nyssbdc.org](http://www.nyssbdc.org)

## **SBA Disaster Office**

800-659-2955

[disastercustomerservice@sba.gov](mailto:disastercustomerservice@sba.gov)

[www.sba.gov/disaster](http://www.sba.gov/disaster)

## **Greater Rochester SCORE**

585-263-6473

[webmaster.ch23@scorevolunteer.org](mailto:webmaster.ch23@scorevolunteer.org)

[www.greaterrochester.score.org](http://www.greaterrochester.score.org)

## **SBA Rochester Office**

585-263-6700

[virginia.smith@sba.gov](mailto:virginia.smith@sba.gov)

[www.sba.gov](http://www.sba.gov)

# Any Questions?



More information concerning  
SBA and its programs  
visit our website at:  
**[www.sba.gov/disaster](http://www.sba.gov/disaster)**