



The staff at the [Iowa Western SBDC](#), [Advance Southwest Iowa](#) and [Council Bluffs Chamber of Commerce](#) are here to assist you navigate through the COVID-19 crisis by bringing you the most up-to-date local, State and Federal information and resources. All assistance can be offered through one-on-one counseling that can be done via video conferencing or phone.

COVID-19 General Questions – Where Do I Find Answers?

- CDC - <https://www.cdc.gov/>
- Iowa Department of Human Services - <https://dhs.iowa.gov/>
- Pottawattamie County Department of Health & Human Services - <https://dhs.iowa.gov/node/1955>
- Small Business Guide to CARES Act (PDF) - [Click Here](#)

Available Programs:

STATE OF IOWA:

Targeted Small Business (TSB) Sole Operator Fund

- Applications Being Accepted Through **April 10, 2020**
- Must be a TSB or Have TSB Application in Progress with IEDA
- Grants Up to \$10,000
- Info and Application at: <https://www.iowaeconomicdevelopment.com/programDetails?pid=137&ppid=26>

SMALL BUSINESS ADMINISTRATION (SBA):

SBA Economic Injury Disaster Loans (EIDL) - <https://www.sba.gov/disaster-assistance/coronavirus-covid-19>

- Loans are Available to Sustain the Long-Term Health of Your Business
- Loans Amounts up to \$2M- 3.75% Interest (Up to 30-Years)
- In addition to the Long-Term Loan, EIDL has an Immediate Emergency (Forgivable) Advance Component
 - \$10,000 to be Used for Current Payroll and Expenses
 - Upon Approval, Funds will be Distributed Within 3-Days
 - If you apply for the PPP (See Below), the \$10,000 will be Deducted from Eligible Amount
- Deadline to Apply: **December 17, 2020**
- Info and Application at: <https://www.sba.gov/funding-programs/disaster-assistance>

CARES Act Payroll Protection Program (PPP) – <https://home.treasury.gov/system/files/136/PPP--Fact-Sheet.pdf>

- Applications Opened **April 3, 2020** for Small Business and Sole Proprietors
 - Applications Scheduled to Open **April 10, 2020** for Independent Contractors/Self-Employed
 - Applications Accepted through **June 30, 2020**
 - \$349B in Forgivable Loans – 1% Interest – See Fact Sheet for Forgivable Guidelines
 - Program Covers Payroll, Benefits, Rent, Mortgage Interest and Utility Costs for a Period of 8-Weeks
 - How to Apply? Applications will be Processed through Approved SBA Lenders. Please Contact your Lending Institution or the Small Business Development Center with Questions Relating to Approved SBA Lenders.
 - PPP Application: [Click Here](#)
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ADDITIONAL RESOURCES:

Employees – Unemployment Questions?:

- Employees that are forced to quarantine or experience layoffs due to COVID-19 may be eligible for unemployment benefits and employers may be eligible for benefits or waived charges.
- Iowa Workforce Development – <https://www.iowaworkforcedevelopment.gov/COVID-19>
- Department of Labor - <https://www.dol.gov/coronavirus>

Google Commitment:

Providing \$340M in Ad Credits

Information Here: [Google Commitment](#)

Tips and Preparation Prior to Applying:

<p><u>Prepare to File - SBA Economic Injury Disaster Loans (EIDL):</u> *Deadline to Apply is December 17, 2020</p> <p>Make Sure You Have the Following Available for Upload:</p> <ul style="list-style-type: none"> ● Articles of Incorporation (Each Entity Having 20% of Equity are Also Required to Apply) ● Personal Financial Statement ● 3-Years Business and Personal Tax Returns ● Current Year-to-Date Profit and Loss Statement (Before Disaster) ● Monthly Sales Figures <p><u>Present & Future Disaster Documentation:</u> *Create a spreadsheet that documents every aspect of how COVID-19 has affected your business.</p> <p><u>Samples:</u></p> <ul style="list-style-type: none"> ● Order Cancellations ● Refunds ● Supply Chain Interruptions ● Closure ● Lost Revenues Due to Foot Traffic ● Reductions in Productivity ● Additional Expenses Related to Disaster 	<p><u>Prepare to File – SBA Payroll Protection Program (PPP):</u> *Deadline to Apply is June 30, 2020</p> <ul style="list-style-type: none"> ● To Determine Eligibility - Read the PPP Fact Sheet (See Link Above) ● Complete Application (See Link Above) ● Collect Financial Information Relating to the Following: <ul style="list-style-type: none"> ○ Payroll and Benefits ○ Rent ○ Mortgage Interest ○ Utility Costs ● Contact Your Lending Institution or SBDC for Additional Information Regarding SBA Approved Lenders ● Submit to Approved Lending Institution with Appropriate Documentation
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Our team understands that navigating the COVID-19 situation can be difficult but just know that we are **all** in this together and our organizations are here to assist you. To keep you informed, we plan to update this fact sheet at least once per week or as new information becomes available. If your business needs assistance in any capacity, please reach out to any of the following individuals. Thank you and stay safe!

Small Business Development Center	Advance Southwest Iowa Corp.	Council Bluffs Chamber
<p>Sue Pitts, Regional Center Director Phone: (712) 325-3350 spitts@iwcc.edu</p> <p>Michael Mitilier, Assistant Director Phone: (712) 256-7728 mitilier@iwcc.edu</p>	<p>Paula Hazlewood, Executive Director Cell: (402) 960-8505 phazlewood@selectgreateromaha.com</p> <p>Niki Ferguson, Manager, Ent. Devel. Cell: (402) 720-8799 nferguson@selectgreateromaha.com</p> <p>Shalimar Mazetis, Manager, Rural Devel. Cell: (425) 802-7012 smazetis@selectgreateromaha.com</p>	<p>Tom Hanafan, Interim CEO Phone: (712) 325-1000 thanafan@councilbluffs-iowa.com</p> <p>Kim Buthe, Director of Member Relations Phone: (712) 325-1000 Cell: 402) 609-8934 kbuthe@councilbluffs-iowa.com</p>