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**CHILD CARE COUNCIL
OF SUFFOLK, INC.**

Dear Friends,

We are doing our best to keep you updated on the ever-changing situation regarding COVID-19. As we all worry about our families, our businesses and what the future holds please know that the Child Care Council of Suffolk is here to help.

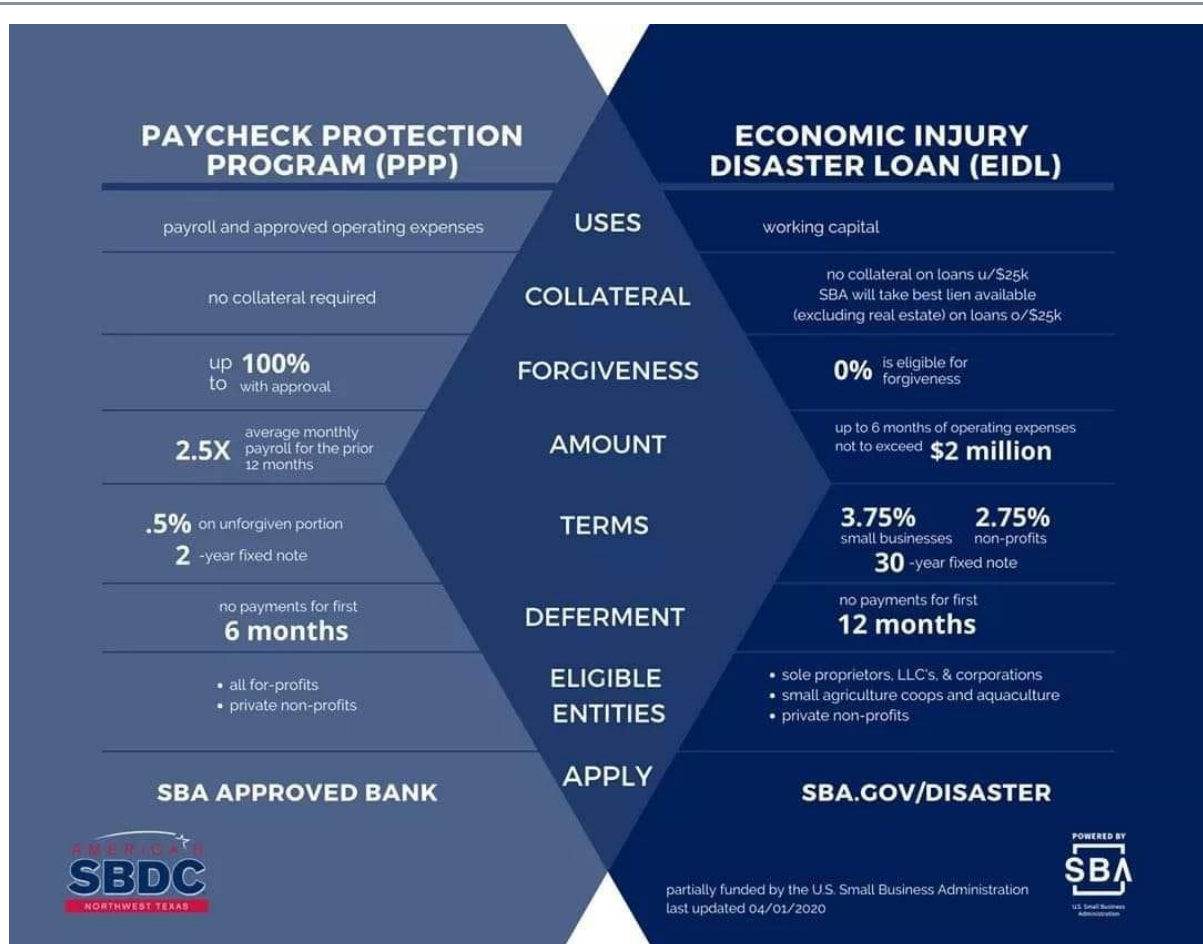
Over the next few days, we will be sending out information about mental health resources. We will also be setting up a series of Zoom meetings so we can better connect directly with child care providers during these isolating times. We urge everyone to reach out to your friends, neighbors and colleagues (virtually of course!) to check-in and make sure everyone is okay.

This email includes an update on the federal assistance programs that have been launched to help small businesses.

If you there are additional issues you would like us to address, please [email me](#).

Thank you for all you are doing.

Be well,
Jennifer



Paycheck Protection Program:

Forgivable loans are available to small businesses, including child care centers, family child care owners and group family child care owners.

The application process opens on Friday, April 3rd. It is advised that you should contact your current bank as soon as possible if you are interested in applying. **You can only apply through your existing bank** (as of right now). If the loan is used for the acceptable expenses, it will be forgiven in full. [Click here](#) for more details. Unfortunately, we do not have information as of right now of what to do if your bank is not participating in this program.

What can I use these loans for?

- Payroll costs, including benefits;
- Interest on mortgage obligations, incurred before February 15, 2020;
- Rent, under lease agreements in force before February 15, 2020; and
- Utilities, for which service began before February 15, 2020.
- For a sole proprietor or independent contractor (**such as family child care and group family child care owners**): wages, commissions, income, or net earnings

from self-employment, capped at \$100,000 on an annualized basis for each employee.

Economic Injury Disaster Loans:

You can apply for a low-interest loan through the EIDL right now. An upfront grant of \$10,000 is also now available. While you can apply for both the PPP and the EIDL, you cannot accept funding from both programs.

Interest rates on loans: 3.75% for businesses
2.75% for non-profits

EIDL can be used for:

- Fixed debts
- Payroll
- Accounts payable
- Other bills paid had the disaster not occurred

STEPS:

1. Fill out intake form at:
<http://covid19relief.sba.gov>
1. wait for SBA to respond
1. ***You will need to fill out the following forms *while you wait for SBA **see attached***
 - SBA Form 5 – all businesses other than sole proprietors
 - SBA Form 5c – Sole Proprietors only – if you file a schedule C on your 1040(ez)
 - IRS 4506T
 - o All owners with 20% or more interest in business
 - Schedule of Liabilities – SBA form 2202
 - Personal Financial Statement – SBA 413
 - Form 1368 – Monthly sales form

Other documents you will need to gather:

- Most recent tax return – personal and business – all schedules
 - If business 2019 is not complete...
 - o 2019-year end P/L, and Balance sheet
 - o Current year P/l, Balance sheet
 - ** you will want to have your taxes filed for 2019 as soon as you can
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The Small Business Development Center (SBDC) at Farmingdale or Stony Brook can help you with your questions.

To connect with a business advisor: (our services are free) <http://nysbdc.com/>

The fastest way to do this is by [clicking the link](#) and then click on “make an

appointment". This will take about 1-2 minutes to complete. You will then be connected to a business advisor who will reach out to you via email and set up a time for you two to chat.

Additional resources for child care providers:

[CLASP](#)

[Child Care Aware of America](#)