

TO OUR BUSINESS COMMUNITY IN EASTERN OREGON

HANG IN THERE ~ HELP IS ON THE WAY



EASTERN OREGON ECONOMIC RECOVERY



For employers and small businesses:

- The federal government has deployed new resources to help small businesses in response to this global pandemic. Many of these funding opportunities are increases to existing programs and many are new.
- Review the [resources](#) for small businesses and make a plan for what is right for your businesses.
- Additionally, you should gather your financial information and have it ready so that you are ready to apply. Here is a list of what you should gather:

2019 and 2018 Profit and Loss statements

2019 Payroll and Benefit expenses

Tax documents

Start 2020 projections, both what you would have expected and what is happening now

- The Paycheck Protection Program is one new program that is already up and running. These funds are limited and might go quickly so learn about the program, gather your financial information, and contact your lender. (See Fact Sheet on PPP from [US Chamber of Commerce](#))
- The Small Business Administration offers the Economic Injury Disaster Loan (EIDL) program to businesses that have been impacted by a disaster including COVID-19.

As of April 8, 2020

Through one basic application, you can apply for a loan of up to \$10,000 with a possibility of loan forgiveness or a larger loan of up to \$2 Million. Visit [sba.gov](https://www.sba.gov).

- To Apply, You will need: Gross Sales for 2019 and Cost of Goods Sold. If you need help filling out your application, contact your local Small Business Development Center.
- For many of the federal small business programs, the best source of information moving forward will be the [Small Business Development Centers](#) and your local lenders. But understand that in many cases they are waiting for the rules and guidance from the federal government before they can start offering resources so be patient and stay informed.
- Again, get your financial documents ready and [learn more](#) about the resources that are available in response to the COVID-19 global pandemic.

For employees:

- Employees that have been laid off should file an unemployment claim as soon as possible.
- The Employment Department encourages anyone who can file an [online claim](#) to do so.
- Filing an initial or weekly claim online helps those who must file their claim by phone.
- The Oregon Employment Department is receiving an unprecedented amount of unemployment insurance claims since the COVID-19 emergency started in March.
- Over the past two weeks the Employment Department doubled the number of staff dedicated to taking claims, and is in the process of tripling it.
- The agency employees processing claims are doing so at a record rate. The Employment Department is also continuing to add secure phone lines to take more calls while also protecting the personal information of those filing claims.
- Still, the truly unprecedented and sudden level of initial claims has caused delays and frustration for Oregonians who need our help, especially by phone.
- The agency's website includes a [video](#) with step-by-step instructions for filing online claims specific to COVID-19 situations.
- The Employment Department has started sending automatic confirmations for successfully filed claims with an e-mail address provided.
- Other automatic fixes and guidance, discussed in this [video conversation](#), have been implemented to address common online claim errors and reduce the need for follow-up.

For sole proprietors, freelancers, gig economy workers:

- Typically, sole proprietors, freelancers and contractors can't apply for unemployment, however, the federal CARES Act creates a new, temporary Pandemic Unemployment Assistance program through the end of this year to help people who lose work as a direct result of the public health emergency.
- The federal guidance on this new program from the CARES Act has not been released yet, so unemployment benefits won't be received until that guidance is complete.
- Keep up to date with [updates](#) on the Pandemic Unemployment Assistance program to find out more information.