





### **Overview**

- In this webinar we will discuss:
  - The purpose of the Paycheck Protection Program
  - The eligibility period during which loans will be issued
  - Types of businesses that are eligible to participate in the program
  - The size, interest rate and maturity limits of the loans
  - What the loan proceeds can be used for
  - Loan forgiveness and payment deferrals
  - Collateral and related matters
  - How to obtain a PPP Loan





# **Description and Purpose**

- The Paycheck Protection Program (PPP) provides short-term cash flow assistance to small businesses and other eligible entities to help these businesses and their employees deal with the immediate economic impact of the COVID-19 pandemic
- Loans are made by lenders certified by the Small Business Administration (SBA) and other accredited lending institutions
- The PPP will be administered by the SBA
- The amount appropriated for PPP loans is \$349,000,000





# **Eligibility Period**

- PPP loans must be made during the period prior to June 30, 2020
- Businesses should be prepared to apply quickly, as funds will be distributed on a first come, first-served basis

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## PPP Eligible Businesses

### Eligible types of businesses

- Business concerns including small business concerns and tribal business concerns
- -501(c)(3) nonprofits
- -501(c)(19) veterans organizations





## **PPP Eligible Businesses**

Eligible types of businesses (cont'd)

- Other eligible types of businesses include:
  - Sole proprietors
  - Independent contractors
  - Self-employed individuals, such as "gig economy" workers





# PPP Eligible Businesses (cont'd)

### **Eligibility Criteria**

- Business must have been in operation on February 15, 2020
- Business must have paid employee salaries and payroll taxes or paid independent contractors as reported on Form 1099-MISC

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# PPP Eligible Businesses (cont'd)

#### **Size Restrictions**

- 500 or fewer employees (full and part time); or
- the applicable size standard for the business' industry as provided by the SBA, if higher;
  - The SBA publishes applicable size standards for each industry, broken down by North American Industry Classification System (NAICS) codes
  - They can be found on sba.gov
  - Size standards are mostly based on the average annual receipts or the average number of employees
  - There is also a convenient "size standards tool" on the SBA website





# PPP Eligible Businesses (cont'd)

### **Affiliation Rules**

- As a general rule, in order to determine whether size restrictions are met, employees of affiliates of an applicant are included.
- Entities are affiliates of each other when one controls or has the power to directly or indirectly control the other, or a third party or parties controls or has the power to control both. It does not matter whether control is exercised, so long as the power to control exists.
- The affiliation rules are waived **solely** for the accommodation and food service industries and for franchises.





### **Use of PPP Loan Funds**

- Loan funds may be used to pay the following expenses incurred during the period from February 15, 2020 through June 30, 2020:
  - Payroll costs
    - Salaries, wages, vacation, parental, family, medical or sick leave, severance, retirement benefits, state or local taxes assessed on compensation
    - Exception PPP loan funds CANNOT be used to pay that portion of salaries, if any, over \$100,000
  - Costs related to group healthcare benefits i.e. insurance premiums





# Use of PPP Loan Funds (cont'd)

- Loan funds may also be used to pay the following expenses incurred during the period from February 15, 2020 through June 30, 2020:
  - Employee commissions and tips
  - Interest on mortgage obligations, but not principal
  - Rent (including rent under a lease)
  - Utilities
  - Interest on other debt incurred prior to obtaining the loan (Note: such payments of interest are not forgivable under the PPP)





## **Payment Forgiveness**

### **Basics**

- Principal amounts on PPP loans for the first 8-week period from when the loan is made will be forgiven <u>if</u> appropriate documentation is submitted to show that the funds were expended during this period for eligible uses.
- The amount of forgiveness is the sum of the following costs incurred and payments made during the 8-week forgiveness period: payroll costs (excluding that portion of any salaries over \$100,000); interest on a covered mortgage obligation; covered rent obligation; and covered utilities.
- The amount that may be forgiven cannot exceed the principal amount of the loan.
- Consistent with the principal purpose of the CARES Act, the SBA has said that not more than 25% of the forgiven amount may be for non-payroll costs.





### **Factors that reduce Payment Forgiveness**

- The amount forgiven will be ratably reduced if average number of full-time employees during the 8-week forgiveness period is less than the average number of full-time employees during either of the following periods (the employer chooses which period to compare):
  - February 15, 2019 through June 30, 2019; or
  - January 1, 2020 to February 29, 2020
- The amount of forgiveness will be reduced by the amount of reduction in salary of any employee earning under \$100,000 per year, to the extent such reduction exceeds 25% of the employee's salary during the most recent full quarter preceding the forgiveness period.





### **Incentives to Rehire Workers**

- Employers that rehire previously laid-off employees will not be penalized for having a reduced payroll at the beginning of the forgiveness period.
- Reductions in the number of FTEs or in the salary or wages of one or more employees that occurs during the period from February 15, 2020 to April 26, 2020 will be disregarded if eliminated by June 30, 2020.





### Businesses must apply for forgiveness

- After the 8-week forgiveness period, a business may apply for forgiveness by submitting:
  - documentation regarding the eligible uses of loan funds (federal payroll tax filings, state income, payroll and unemployment insurance filings, cancelled checks or other documents verifying payment of mortgage interest, utilities, etc.)
  - a certification that such documents are true and correct, as well the amount to be forgiven, and
  - any other documentation the SBA Administrator deems necessary.
- The SBA is requiring lenders make a forgiveness determination within 60 days of submission.





No "cancellation-of-indebtedness" income

- The SBA will purchase loan forgiveness amounts from its certified lenders.
- The canceled indebtedness will not result in taxable income to the business.





# **Payment Deferral**

- After any loan forgiveness, small businesses may defer payment of remaining principal, interest, and fee balances for at least 6 months and not more than a year.
- SBA is stating that all payments will be deferred for six months. Interest will accrue during this period.

### **Summary**

Businesses can get a substantial portion of their loan forgiven in the first 8 weeks following issuance, and not have to make any payments for six months.





### **PPP Loan Terms**

- Loans can be as large as 250% of a business' average monthly payroll costs over the one year period before the loan is made, plus the amount of any COVID-19 Economic Injury Disaster Loan previously made to the business that is refinanced with the PPP loan, not to exceed \$10 million.
  - The portion of an employee's salary above \$100,000, if any, is not counted as payroll costs.
- Interest rate will be 1%.
- Maximum maturity will be 2 years from date on which borrower applies for forgiveness, with no prepayment penalty





## No Security; Certain Fees Waived; Nonrecourse to Owners

- No collateral is required to be pledged
- Normal personal guarantee requirement for SBA loans is waived
- The SBA's guaranty fee and annual servicing fee are waived
- The requirement that business is not able to access credit elsewhere is waived
- The loan is nonrecourse to the business's shareholders, members and partners <u>if</u> loan proceeds are used for eligible purposes





### How to obtain a PPP Loan

- PPP loan will be made by any existing SBA lender or through any federally insured depository institution, federally insured credit union, and Farm Credit System institution that is participating.
- Other regulated lenders will be available to make these loans as soon as they are approved and enrolled in the program.
- PPP loan applications started to be accepted on April 3, 2020, for small businesses and sole proprietorships, and will be accepted on April 10, 2020, for independent contractors and self-employed individuals.





# Regulations Expected Soon

- The SBA released an Interim Final Rule on April 2 and is required to issue regulations by April 13, 2020; however, we expect further guidelines sooner.
- The regulations will provide more specifics to both lenders and applicants.
- Arent Fox will provide additional analysis and guidance once the regulations are released.
- Arent Fox has formed a Business Loan Task Force to counsel clients on the business loan programs included in the CARES Act.





## **Questions?**

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### **General Program Description**

- Businesses including not-for-profits
- Liquidity
- No other benefits under CARES Act
- \$454 Billion

### **Specific Programs**

- Federal Reserve administration
- Treasury guidance
- Bank facilitation
- Facilities
  - Loans
  - Loan guarantees
  - Other investments





### **Eligible Borrowers**

- Mid-size employers (500-10,000 employees)
- United States
  - Created / organized
  - Location of majority of employees
  - Significant operations
- Not in bankruptcy





### **Eligible Loans**

- Not ordinary course loans
- Current economic condition uncertainty
- Liquidity to support ongoing operations
- Retention of 90% of workforce until September 30th
- Restoration of 90% of workforce (no later than 4 months after termination of public health emergency by HHS)
- Retention/restoration of full compensation and benefits





#### **Loan Terms**

- Rate based on risk and Treasury yields
- Guidance less than or equal to 2%
- No principal or interest due for first 6 months
- Covenants, representations and warranties, reporting (to be determined by Treasury)
- Importantly, no loan forgiveness

### **Security Provisions**

- Federal Reserve Act
- Sound risk management
- Taxpayer protection
- Collateralization requirement
- Deviation protocol





#### **Loan Restrictions**

- For loan term + 1 year: No dividends, no stock buy-backs
- For loan term + 2 years: No outsourcing of jobs, no offshoring of jobs, no abrogation of collective bargaining agreements
- For loan term: neutral on union organizing activities

### **Executive / Senior Officer Compensation Restrictions**

- For loan term + 1 year:
  - Officers / Employees greater or equal to \$425K total compensation in 2019 are frozen
  - If total compensation exceeds \$3M for 2019, then limited to \$3M + 50% of excess over \$3M
  - Total compensation = salary, bonuses, stock awards and other financial benefits
  - Severance less than or equal to 2X of 2019 total compensation
  - Waivers subject to Congressional oversight





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