

The City of New Rochelle is partnering with State, Westchester County, New Rochelle Chamber of Commerce and New Rochelle Business Improvement District (BID) resources to assist local businesses in dealing with the coronavirus outbreak.

Helpful Resources

<p>Planning</p> <ul style="list-style-type: none"> • Governor Cuomo Issues Guidance on Essential Services Under The 'New York State on PAUSE' Executive Order <ul style="list-style-type: none"> ○ IMPORTANT GUIDANCE REGARDING ESSENTIAL SERVICES AND MANDATORY BUSINESS RESTRICTIONS • CDC Interim Guidance for Businesses and Employers provides business guidelines to help prevent workplace exposure • To take advantage of most financial assistance programs, it is very important to keep track of your business finances, along with how Coronavirus has affected you. Typical items that might be required include: <ul style="list-style-type: none"> · 2019 tax returns · Bank Statements (2019 & 2020) · Quarterly sales tax filings · Point-of-sales reports · Certified profit & loss statements · Receipts for virus-related expenditures • Pursuit (formerly Excelsior Growth Fund) presented a webinar to provide business tips for weathering the storm and the most up-to-date information on resources. Available at "Business Health During a Pandemic." • NYC has a helpful Emergency Planning Process Checklist that applies to all businesses 	<p>Financial Assistance</p> <ul style="list-style-type: none"> • Small Business Administration Disaster Assistance is available to Westchester County Businesses (See Attachment B on how to apply) • Community Capital (an SBA lender) is offering low interest, deferred-payment, emergency loans for businesses affected by COVID- 19. (See Attachment C) • Unemployment: NY State is waiving the 7-Day waiting period for Unemployment Insurance benefits for people who are out of work due to COV-19 closures or quarantines (See Attachment A) • USBG Bartender Emergency Assistance Program • Facebook will be offering \$100M in cash grants and ad credits for up to 30,000 eligible small businesses in over 30 countries • Federal Tax <ul style="list-style-type: none"> – 2019 income tax filing and payment deadlines for all individual returns, trusts, and corporations are automatically extended until July 15, 2020. – This relief is automatic, taxpayers do not need to file any additional forms or call the IRS to qualify, and also includes estimated tax payments for tax year 2020 that are due on April 15, 2020. More information about Federal Tax • State Tax relief for New Yorkers impacted by COVID-19 <ul style="list-style-type: none"> – Sales tax payments and returns were due 3/20/20; however, penalty and interest may be waived for quarterly and annual filers who were unable to file or pay on time due to COVID-19. See Tax Department response to novel coronavirus (COVID-19). • Grants for non-profits through United Way
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Communications

- [City of New Rochelle Coronavirus Updates](#)
- [Westchester County COV-19 website](#)
- **Business Information from the [NY State website](#)**
- Call New York State Dept. of Health hotline at 888-364-3065 with questions
- **New Rochelle is announcing a partnership with Volunteer New York to bring on a full-time Director of Community Engagement (See Attachment D)**
- [Empire State Development list of resources](#)
- The New Rochelle Chamber of Commerce has been amplifying social media posts for their members. Tag #NRChamber. Contact info@newrochamber.org
- New Rochelle Business Improvement District (BID) is amplifying posts from members. Tag your posts with #NRBID.

Tools and Other Information

- **RXR assistance**
 - RXR is in the process of launching a **new online platform that connects volunteers** within the RXR universe (RXR employees, tenants, partners, etc.) with small businesses and non-profits in need of support during the COVID-19 public health crisis. You can sign your organization up [here](#) and RXR will automatically notify you when the site is live.
- [Coronavirus-Related Paid Leave for Workers and Tax Credits for Small and Midsize Businesses from the IRS](#) (See Attachment E)
- The City of New Rochelle is compiling a list of businesses who offer **gift certificates / gift cards** that customers can purchase today for future use. If you want to be included on that list please complete this [questionnaire](#).
- If any business refuses to conduct business with you, contact the Westchester County Consumer Protection Department at 914-995-2155 or conpro@westchestergov.com.
- [Doordash](#) has a 30-day free trial to participate in their delivery platform
- New Rochelle is offering free metered parking citywide and eliminating alternate side parking until further notice
- Bill to Guarantee Paid Leave for New Yorkers Under Mandatory or Precautionary Quarantine Due to COVID-19 (See Attachment A)

Attachment A

Governor Cuomo Signs Bill to Guarantee Paid Leave for New Yorkers Under Mandatory or Precautionary Quarantine Due to COVID-19

The bill provides protections for employees of private and public employers who are **subject to a mandatory or precautionary order of quarantine related to COVID-19.**

- For employees working for small employers (1-10 employees), employees subject to a mandatory or precautionary order of quarantine or isolation due to COVID-19 will receive unpaid sick days and the ability immediately to qualify for paid family leave and temporary disability benefits, plus full job protection.
- For employees working for medium sized employers (11-99 employees) and small employers (1-10 employees) with a net income of \$1 million a year, employees subject to a mandatory or precautionary order of quarantine or isolation due to COVID-19 will receive five paid sick days and the ability immediately thereafter to qualify for paid family leave and temporary disability benefits, plus full job protection.
- For employees working for large employers (100 or more employees) and public employees, employees subject to a mandatory or precautionary order of quarantine or isolation due to COVID-19 will receive paid sick days for the entirety of the quarantine (up to 14 days), plus full job protection.
- All employees subject to a mandatory or precautionary order of quarantine or isolation due to COVID-19 are given full job protection during time of absence. Employees will qualify for paid family leave to care for a minor dependent child who is subject to a mandatory or precautionary order of quarantine or isolation due to COVID-19.
- The Department of Financial Services will implement a risk adjustment pool to assist in the stabilization of claims related to paid family leave and temporary disability benefits.


New Unemployment Claims should be submitted based on the First letter of your Last Name

- NYS is waiving the 7-Day waiting period for Unemployment Insurance benefits for people who are out of work due to Coronavirus (COVID-19) closures or quarantines.
- Filing a new Unemployment Insurance claim? The day you should file is based on the first letter of your last name.
 - Last names starting with A - F, file on Monday.
 - Last names starting with G - N, file on Tuesday.
 - Last names starting with O - Z, file on Wednesday.
 - If you missed your filing day, file on Thursday, Friday or Saturday.
- Filing later in the week will not delay your payments or affect the date of your claim; all claims are effective on the Monday of the week in which they are filed.

Attachment B

Small Business Administration Disaster Assistance Available to Westchester County Businesses

- The U.S. Small Business Administration has made available low-interest federal disaster loans for working capital to small businesses suffering substantial economic injury as a result of the Coronavirus (COVID-19). [Apply here](#)
- [SBA's Economic Injury Program](#)
 - For Economic Injury, the SBA can provide up to \$2 million to help meet financial obligations and operating expenses that could have been met had the disaster not occurred. The loan amount will be based on the actual economic injury and the company's financial needs, regardless of whether the business suffered any property damage.
 - May be used to pay fixed debts, payroll, accounts payable and other bills that can't be paid because of the disaster's impact.
 - The interest rate will not exceed 4 percent if you cannot obtain credit elsewhere. For businesses and nonprofit organizations with credit available elsewhere, the interest rate will not exceed 8 percent. SBA determines whether the applicant has credit available elsewhere.
 - Repayment terms can be up to 30 years, depending on your ability to repay the loan.
 - Terms are determined on a case-by-case basis, based upon each borrower's ability to repay.
 - Learn more here: [SBA Disaster Assistance in Response to the Coronavirus](#)
- When applying, use these tips:
 - Many business applicants are not checking the correct option when applying and consequently getting kicked off the Disaster Loan Application Portal. **All sole proprietors MUST select the Economic Injury (EIDL) Loan Option** as shown below, in order to proceed with applying for the EIDLs for the Coronavirus situation. If you select the wrong option, you do not have to re-register but will need to start the application again.



Disaster Loan Application

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)

- You may apply online at <https://disasterloan.sba.gov/ela>. If you are unable to apply online, you may download an application at <https://disasterloan.sba.gov/ela>, under the Loan Information tab.
Completed applications should be mailed to:
U.S. Small Business Administration
Processing and Disbursement Center
14925 Kingsport Road
Fort Worth, TX 76155
- For additional information, contact the SBA disaster assistance customer service center at 1-800-659-2955 (TTY: 1-800-877-8339) or e-mail disastercustomerservice@sba.gov

Attachment C



Emergency Loans for Businesses Affected by the COVID 19 Virus

Community Capital New York is a not for profit lender that has been serving Westchester and the lower Hudson Valley for over 30 years.

In this time of unprecedented uncertainty, we want to do everything we can to make sure local businesses survive these uncertain times.

For immediate needs, both current clients and those who are new to us can apply for an Express Loan:

Express Loan: Business owners who have a credit score of 650 or above can apply for an Express Loan of up to \$10,000. This loan will have all payments deferred for 90 days and carries a 2% interest rate.

As an SBA Lender, Community Capital will continue to make larger loans and loans to those with credit scores below 650, however we will not be able to turn them around as quickly as the Express Loans. Applying for an Express loan does not limit your ability to apply for one of our other loan products.

For more information call Rachael Dubin (914) 747 8020, extension 118



New Rochelle COVID-19 Guide for Businesses



Attachment D

New Rochelle Director of Community Engagement

From Mayor Bramson:

In the face of an unprecedented challenge, we can be proud of the many community organizations and volunteers that have stepped up to address human needs in New Rochelle. As this public health (and economic) crisis unfolds, our strong social infrastructure will be more important than ever.

That's why New Rochelle is announcing today a partnership with Volunteer New York to bring on a full-time Director of Community Engagement. In the days and weeks ahead, we will evaluate service needs and capacity, enhance communication among agencies, and work to provide each of us with the tools and options to make a positive difference for our neighbors. [Watch this video](#) for more.

And feel free to share ideas by emailing NewRoStrong@newrochelleny.com.

If the video link above doesn't work, copy this address into your browser: <https://youtu.be/DE1wrVwFudQ>

Attachment E

The U.S. Department of the Treasury, IRS and the U.S. Department of Labor Announce Plan to Implement Coronavirus-Related Paid Leave for Workers and Tax Credits for Small and Midsize Businesses to Swiftly Recover the Cost of Providing Coronavirus-Related Leave

[PRESS RELEASE: U.S. Department of Labor | March 20, 2020](#)

WASHINGTON, DC – Today the U.S. Treasury Department, Internal Revenue Service and the U.S. Department of Labor announced that small and midsize employers can begin taking advantage of two new refundable payroll tax credits, designed to immediately and fully reimburse them, dollar-for-dollar, for the cost of providing Coronavirus-related leave to their employees. This relief to employees and small and midsize businesses is provided under the Families First Coronavirus Response Act, signed by President Trump on March 18, 2020.

The act will help the United States combat and defeat COVID-19 by giving all American businesses with fewer than 500 employees funds to provide employees with paid leave, either for the employee's own health needs or to care for family members. The legislation will enable employers to keep their workers on their payrolls, while at the same time ensuring that workers are not forced to choose between their paychecks and the public health measures needed to combat the virus.

Key Takeaways

- **Paid Sick Leave for Workers**
For COVID-19 related reasons, employees receive up to 80 hours of paid sick leave and expanded paid child care leave when employees' children's schools are closed or child care providers are unavailable.
- **Complete Coverage**
Employers receive 100% reimbursement for paid leave pursuant to the act.
 - o Health insurance costs are also included in the credit.
 - o Employers face no payroll tax liability.
 - o Self-employed individuals receive an equivalent credit.
- **Fast Funds**
Reimbursement will be quick and easy to obtain.
 - o An immediate dollar-for-dollar tax offset against payroll taxes will be provided
 - o Where a refund is owed, the IRS will send the refund as quickly as possible.
- **Small Business Protection**
Employers with fewer than 50 employees are eligible for an exemption from the requirements to provide leave to care for a child whose school is closed or child care is unavailable in cases where the viability of the business is threatened.
- **Easing Compliance**
 - o Requirements subject to 30-day non-enforcement period for good faith compliance efforts.

For more information about these credits and other relief, visit [Coronavirus Tax Relief](#) on IRS.gov. Information regarding the process to receive an advance payment of the credit will be posted as available.