



SBA LENDING UPDATE

The Process as of 3/26/2020
Two forms, Two Steps

Economic Injury Disaster Loan Assistance

Small business owners in all U.S. states, Washington D.C., and territories are currently eligible to apply for a long term low-interest loan due to Coronavirus (COVID-19).

The SBA's Economic Injury Disaster Loan program provides small businesses with working capital loans of up to \$2 million that can provide vital economic support to small businesses to help overcome the temporary loss of revenue they are experiencing.

If you are applying for disaster assistance for another declaration, then please see the home owner's and renter's form [here](#).

Instructions to Apply

1. Download forms below
2. Fill in your information
3. Upload forms on this page below
4. If you choose to mail, then please see Mailing Instructions below

Download Business Forms

1. [Business Loan Application \(Form 5\) \(en Español\)](#)
2. [Home or Sole Proprietor Loan Application \(SBA Form 5C\) \(en Español\)](#)
3. [Economic Injury Disaster Loan Supporting Information \(Form P-019\)](#)

Upload Business Forms

Upload Your Loan Documents

Securely upload completed Disaster Applications


[Select files from your device](#)

Intro area - application screen Instructions - application screen Upload Section - application screen

Dear Small Business, Friends and Partners,

The Disaster Loan Assistance portal has been revamped and the process has been more simplified!

You now are only required to upload two (2) forms to initiate the process:

1. **SBA Form 5/5C**

[Business Loan Application \(Form 5\) \(en Español\)](#)

or

[Home or Sole Proprietor Loan Application \(SBA Form 5C\) \(en Español\)](#)

2. **Form P-019**

[Economic Injury Disaster Loan Supporting Information \(Form P-019\)](#)

If you already submitted an application and want to check on status, please call customer service at 1-800-659-2955 (TTY: 1-800-877-8339) or e-mail disastercustomerservice@sba.gov

Instructions from the website follow below...

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Additional Forms

A Disaster Assistance loan officer may request you to fill out the following additional forms:

- [Fee Disclosure Form and Compensation Agreement \(Form 159D\)](#)
- [Personal Financial Statement \(SBA Form 413D\) \(en Español\)](#)
- [Request for Transcript of Tax Return \(IRS Form 4506-T\)](#)
- [Instructions for Request for Transcript of Tax Return \(IRS Form 4506-T\)\(en Español\)](#)
- [Schedule of Liabilities \(SBA Form 2202\)](#)
- [Instructions for Schedule of Liabilities \(SBA Form 2202\)](#)
- [Schedule of Liabilities \(SBA Form 2202\) \(en Español\)](#)
- [PUERTO RICO ONLY: Release of Inheritance and Donation \(Modelo SC 2907\) \(en Español\)](#)
- [PUERTO RICO ONLY: Hacienda Statement of Authorization](#)
- [Additional Filing Requirements \(SBA Form 1368\)](#)
- [Additional Filing Requirements \(SBA Form 413D\) \(en Español\)](#)



Please direct all inquiries and questions to our District Office email at:

MassachusettsDO@sba.gov

Regards,

Bob Nelson
District Director

**Subscribe to SBA
email updates**



Massachusetts District Office Directory

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carlos.hernandez1@sba.gov

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Business Opportunity Specialist
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susan.lourie@sba.gov

Economic Development Specialist
Lisa Gonzalez Welch

lisa.welch@sba.gov

Public Affairs Specialist
Norman Eng

norman.eng@sba.gov

Additional Links and Resources:

If you are ready to apply online and just need an aid to walk you through the questions, please review the STEP-BY-STEP PDF and the RECORDED WEBINAR below...

[RECORDED WEBINAR: SBA Economic Injury Disaster Loan Overview](#)

[Handout: SBA Disaster Assistance in Response to the Coronavirus](#)

[Handout: Asistencia de Desastre de la SBA en Respuesta al Coronavirus](#)

RESOURCE PARTNERS



Center for Women & Enterprise

Center for Women and Enterprise is open virtually!

[Check out our class calendar](#)

[Self-Paced Workshop Partners](#)

[Request individual business counseling](#)

How are you being impacted and what do you need?

CWE is doing a [SURVEY](#) to understand our local small businesses.

Please [FILL OUT THE SURVEY](#) and let them know how your business is being impacted by the current pandemic. Share what issues you are facing, questions you are having and resources you need.

CWE will mobilize the network of small business expert friends to help you address specific challenges you may be having in your business in the coming weeks.

Funding & Financials

In times like these, it can feel scary to think about money flow. There is very little 'free money' available. Taking on low-interest debt through Disaster Relief programs can be a good fit for some businesses. Before making any decisions, make sure to think through your decision.

Some questions that can guide you:

- Do you know how much it costs you to stay open? [Your breakeven point](#) is a great tool to guide your decisions.
- How much money do you actually need in the immediate (week), intermediate (1-3 months), long-term (<1 year) for yourself from your business?
- Where are there opportunities for you to negotiate around your expenses? How can you work with your vendors, landlord, customers?

- Have you called your insurance company to inquire about your 'interruptions' coverage?
- Where can you get creative and work 'bare bones' while still delivering to your standards of quality?

If you decide debt is an option for you:

- What source is best for you? Have you talked with your banker to see what might be available to you?
- If you can't qualify for a loan through a traditional bank, there may be programs available to you in the coming weeks. How can you be best prepared for this type of program?
- What's your plan for paying the loan back?
- What's the minimum amount you can borrow to get you through these times without causing future challenges to your business when you have to repay?

Tips:

- Consider calling your business insurance company to find out about coverage available to you during times of potential cash flow issues. [Here are a few questions to help you.](#)
- [Here's a checklist](#) and [another one](#) for analyzing your overall business preparedness



WE ARE OPEN FOR BUSINESS!

Staff are working remotely and can be reached via email or telephone. MSBDC is committed to supporting entrepreneurs during these very challenging times.

MSBDC advisors can assist businesses with disaster loan applications.

If you are not currently a client and would like to speak with a counselor, please find your region and reach out to the [REGIONAL OFFICE SERVING YOU](#).

Berkshire Regional Office

33 Dunham Mall, Suite 103
Pittsfield, MA 01201
413-499-0933 | Fax: 413-499-3005
www.msfdc.org/berkshire

Central Regional Office

Clark University
The Carriage House, 125 Woodland Street
Worcester, MA 01610
508-793-7615 | Fax: 508-793-8890
www.clarku.edu/offices/sbdc

Government Sales Advisory Program / SBIR

Central Massachusetts: 508-870-3193
www.msbdc.org/qs

Southeastern Massachusetts: 774-203-9972
www.msbdc.org/sbir

Northeast Regional Office

Salem State University
121 Loring Avenue, Suite 310
Salem, MA 01970
978-542-6343 | Fax: 978-542-6345
www.salemstate.edu/sbdc

Procurement Technical Assistance Center

Scibelli Enterprise Center
1 Federal Street, Building 1
Springfield, MA 01105
413-545-6303 | Fax: 413-737-2312
<https://www.massptac.org>

Southeast Regional Office

200 Pocasset Street
Fall River, MA 02721
508-673-9783 | Fax: 508-674-1929
www.msbdc.org/semass

Western Regional Office

Scibelli Enterprise Center
One Federal Street, Building 101
Springfield, MA 01105-1160
413-577-1768 | Fax: 413-737-2312
www.msbdc.org/wmass

(IF ANY CONTACTS IN THIS EMAIL DO NOT WORK, PLEASE REACH OUT TO NORM AND LET US KNOW!! Email: norman.eng@sba.gov)



FIND APPOINTMENT NOW

Counseling Sessions with [BOSTON SCORE CHAPTER](#):

If you want to speak with a counselor, SCORE is doing tele-consults. Just pick a date and time to schedule a session and enter your contact info, they are doing sessions by phone and Zoom video app.

Reach out to other SCORE CHAPTERS throughout the state below.

[SCORE Boston Chapter](#)

[SCORE Worcester Chapter](#)

[SCORE Northeastern Massachusetts Chapter](#)

[SCORE Southeastern Massachusetts Chapter](#)

[SCORE Western Massachusetts Chapter](#)

[SCORE Cape Cod Chapter](#)

[SCORE Rhode Island \(Serving Fall River, New Bedford\)](#)

UPCOMING WEBINARS



SCORE Boston / SBA Webinars

Important Information for Any Small Business

Monday 3/30/20 at 3pm

[Coronavirus - What Employers and Employees Need to Know](#)

Tuesday 3/31/20 at 10am

[So, You Want to Become a Consultant](#)

Thursday 4/2/20 at 10am

[6 Essential Steps to Create An eBook to Market Your Business](#)

Thursday 4/16/20 at 10am

[Intellectual Property for Small Businesses](#)

Wednesday 4/29/20 at 10am

[Funding Options - What to consider and Where to Find It.](#)

WEBINAR with Venture Cafe Cambridge

Thursday April 2 at 4PM



SBA Economic Injury Disaster Loan Overview

As of Wednesday, March 18th the SBA's Economic Injury Disaster Loan program has been activated statewide in Massachusetts. Staff from the local district office are ready to help small businesses understand the resources available and navigate the process of submitting a disaster loan application.

Updated details about the SBA Economic Injury Disaster Loan and how to apply will be provided, including:

- Visit SBA online for the latest, go to: www.sba.gov/DISASTER
- Apply for the Economic Injury Disaster Loan by mail or online at: disasterloan.sba.gov/ela
- Customer Service Center can be reached at: 1-800-659-2955 or e-mail disastercustomerservice@sba.gov
- No cost to apply, small businesses are urged to submit applications right away because decisions are made on a first-come, first served basis.
- NEW 12-Month Deferment period for the first payment was approved for EIDL program.
- NEW Expedited Processing for loans under \$500,000 where the submission of current tax return is not required for small businesses.
- NEW SBA Express Bridge Loans now available

- Sign-up for the latest updates at www.sba.gov/MA or follow [@SBA_MA](https://twitter.com/SBA_MA)



Lender Relations Specialist Dan Martiniello will be joining the virtual Connect conference that will be broadcasted on Venture Cafe's [Facebook page](#) and [Youtube Channel](#).

[>> More info at Venture Cafe](#)

[**CLICK HERE TO ENTER THE VIRTUAL VENTURE CAFE ON 4/2/20 BEGINNING AT 3PM**](#)

WEBINAR with Center for Women & Enterprise

Mon, Mar 30, 2020 9:30 AM - 10:30 AM EDT

SBA Economic Injury Disaster Loan Overview

Lisa Gonzalez Welch and Carlos Hernandez from the Massachusetts District Office will join with CWE to help small businesses understand the resources available and navigate the process of submitting a disaster loan application.



Carlos Hernandez
Lender Relations Specialist



Lisa Gonzalez Welch
Economic Development Specialist

1. **Click the link to join the webinar at the specified time and date:**
Mon, Mar 30, 2020 9:30 AM - 10:30 AM EDT

[Join Webinar](#)

Before joining, be sure to [check system requirements](#) to avoid any connection issues. *Note: This link should not be shared with others; it is unique to you.*

2. Choose one of the following audio options:

TO USE YOUR COMPUTER'S AUDIO: When the webinar begins, you will be connected to audio using your computer's microphone and speakers (VoIP). A headset is recommended.

--OR--

TO USE YOUR TELEPHONE: If you prefer to use your phone, you must select "Use Telephone" after joining the webinar and call in using the numbers below. United States: **+1 (914) 614-3221 Access Code: 454-357-669** Audio PIN: Shown after joining the webinar

ON-DEMAND INFORMATION

RECORDED INTERVIEW: Bob Nelson on North Shore Conversations

Listen to **District Director Robert Nelson** on a recorded podcast with Laura Swanson Executive Director at the Enterprise Center at Salem State University talk about statewide activation of the Economic Injury Disaster Loan program.

[LISTEN HERE](#)



North Shore Conversations is a weekly radio show produced by the North Shore Alliance for Economic Development and hosted by Laura Swanson. The show features regional leaders discussing issues facing and impacting the North Shore. Listeners are provided with information and insight to learn more about the region.

This Saturday, March 21, 2020 between 7:00 AM - 7:30 AM they will feature SBA's Massachusetts District Director Bob Nelson discussing the SBA Economic Injury Disaster Loans (EIDL) which are now available statewide. Please tune to learn more about this important loan program.

[RECORDED WEBINAR: How to Apply - SBA Economic Injury Disaster Loan Overview](#)

[View On-Demand](#)

SBA U.S. Small Business Administration

FAQs Help Contact Us Register Login

Loan Information Search Declarations Apply Online

Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Nonprofits, Homeowners, and Renters

Eligible Disaster Areas

Apply Online

Check Application Status

[Boston SCORE: Coronavirus – What Employers and Employees Need to Know](#)

[View On-Demand](#)

Topics will include:

Most recent **legislative updates** and the impact on your business
What to do should you face a **temporary closure** or reduction in staff
Understanding **Sick Time**, Vacation/PTO and FMLA – what to offer and when
Employee Health Guidelines – what to do should an employee disclose exposure to the virus or become symptomatic

(Presented by Boston SCORE Chapter)



Funded in part through a Cooperative Agreement with the U.S. Small Business Administration. All opinions, conclusions, and/or recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the SBA.

MEDIA COVERAGE

- [Boston Business Journal: SBA loans leave financing gap for COVID-battered](#)