



1. What do I need to submit with my application?

Simply complete your business or nonprofit's information on the streamlined loan application at sba.gov/relief. SBA's processing staff may request additional information.

2. I applied for a COVID-19 EIDL loan and I haven't heard anything about my application. Should I reapply?

No. Any additional applications will be marked "duplicate" and will not be processed. Please call our Customer Service Center at 1-800-659-2955 (1-800-877-8339 for the deaf and hard of hearing) or email DisasterCustomerService@sba.gov to check the status of your application. If you have already applied, you do not need to submit your information again.

3. I need help completing the application. Can the SBA help me?

You can contact SBA's Customer Service Center at 1-800-659-2955. Also, SBA Resource Partners such as a local Small Business Development Center (SBDC) or Women's Business Development Center (WBC) can assist you with completing and submitting the COVID EIDL application at no cost. To find the SBA Resource Partner nearest you, visit sba.gov/LocalAssistance.

4. My loan is currently in the reconsideration process/I've requested more money; what will happen after the deadline passes?

The application deadline and covered period have been extended until Dec. 31, 2021. Applications in the reconsideration or re-sizing process prior to the deadline will continue to be processed.

5. Can I request reconsideration after the deadline?

Yes. An applicant has up to 6 months after the date the application was declined to request reconsideration, even if the application deadline of Dec. 31, 2021 has passed.

Send reconsideration requests to:

E-mail: pdcrecons@sba.gov

Mail: U.S. Small Business Administration
Disaster Assistance Processing and Disbursement Center
14925 Kingsport Road
Fort Worth, Texas 76155

Include your application number, any information required to overcome the reason for decline, and any additional information that may assist us in processing your request.

The process and required documents may vary depending on the reason for the decline. If the decline letter requested specific information or documentation for reconsideration, you **must** include those items.

Be sure to include:

- Business Name
- Borrower's Name



- Tax ID/EIN or SSN
- Application/Loan Number
- [IRS Form 4506-T](#) (form must be received within 120 days of the signature date)

6. What is the difference between EIDL, the Targeted EIDL Advance and the Supplemental Targeted Advance?

	 Economic Injury Disaster Loan (EIDL)	 Targeted EIDL Advance and Supplemental Targeted Advance (limited eligibility)
DESCRIPTION	An EIDL is a long-term, direct loan from the SBA.	<p>The Targeted EIDL Advance is an emergency grant that provides working capital to businesses and nonprofits located in a low-income community, that suffered a reduction in revenue of greater than 30 percent, and have 300 or fewer employees.</p> <p>The Supplemental Targeted Advance is an emergency grant for the smallest, hardest-hit businesses and nonprofits located in a low-income community, that suffered a reduction in revenue of greater than 50 percent, and have 10 or fewer employees.</p> <p>Check this map to see if your community is considered “low-income.”</p>
PURPOSE	To meet financial obligations and operating expenses that could have been met had the disaster not occurred.	For small business continuity, adaptation and resiliency. Also, for any allowable purpose of the EIDL loan.
AMOUNT AVAILABLE	24 months of economic injury, up to a maximum of \$500,000.	<p>Original EIDL Advance provided \$1,000 per employee up to a maximum of \$10,000; Targeted EIDL Advance provides the full \$10,000 to certain small businesses that meet eligibility criteria. Cannot receive more than \$10,000 for original EIDL Advance and Targeted EIDL Advance combined.</p> <p>The Supplemental Targeted Advance provides \$5,000 for working capital needs. Can be combined with original EIDL and/or Targeted EIDL Advance for a total of \$15,000.</p>



TERMS	3.75% APR (fixed) for businesses 2.75% APR (fixed) for nonprofits Up to 30 years to repay	Emergency capital; does not have to be repaid and recipients do not have to qualify for or accept a loan.
COLLATERAL	Required for loans over \$25,000	N/A
PERSONAL GUARANTEE?	Requires personal guarantee for loans exceeding \$200,000	N/A
FORGIVABLE?	No. Loan may be repaid at any time with no pre-payment penalties.	EIDL Advances do not require repayment.
1st PAYMENT	1 st payment deferred 18 months; you can make payments if you like. Interest accrues during deferral period. Complete and submit SBA Form 1201 Borrower Payments on Pay.gov .	N/A
APPLY	Apply online	Businesses can only apply when they receive a direct email invitation from SBA. Applicants do not need to take any action at this time. SBA will reach out to those that may qualify.

7. Can I apply for the COVID-19 EIDL if I already received a PPP loan?

Yes. Borrowers can apply for both the PPP and EIDL, although funds from both cannot be used for the same purpose.

8. What can I use COVID-19 EIDL funds for? And how is that different from PPP funds?

EIDL proceeds can be used to cover a wide array of working capital needs and normal operating expenses, such as continuation of health care benefits, rent, utilities, and fixed debt payments. For information on PPP proceed use, please visit sba.gov/relief.

9. Will the EIDL Advance, Targeted EIDL Advance or Supplemental Targeted Advance be subtracted from my PPP loan forgiveness?

No. The Economic Aid Act, enacted in December 2020, repealed the requirement for the Advance to be subtracted from the PPP loan forgiveness.

10. Who is eligible for COVID-19 EIDL?

Applicants must be physically located in the United States or designated territory and suffered working capital losses due to the Coronavirus pandemic. Eligible applicants include:

- Businesses with 500 or fewer employees or defined as small per sba.gov/SizeStandards



- Cooperatives with 500 or fewer employees
- Agricultural enterprises with 500 or fewer employees
- Most private nonprofits
- Faith-based organizations
- Sole proprietorships and independent contractors

Ineligible businesses include those engaged in illegal activities, loan packaging, speculation, multi-level sales distribution, gambling, investment or lending, among others. **See Q. 24 for a more complete list.**

Note: The eligibility requirements for the Targeted EIDL Advance and Supplemental Targeted Advance are slightly different than the COVID-19 EIDL program. Please visit sba.gov/relief for details.

11. What if I am not a U.S. Citizen but my business meets all the other criteria for a COVID-19 EIDL?

A non-US citizen who owns 20 percent or more of the business and resides in the U.S. is eligible if they are classified as a “non-citizen national” or “qualified alien.” Qualified aliens include permanent residents with a current green card. Refer to [SOP 50 30 9](#), **Appendix 7**.

12. What is the process to receive an SBA COVID-19 EIDL loan?

There are four steps in the COVID-19 EIDL application process:

1. **Apply** at DisasterLoanAssistance.sba.gov.
2. **Receive Loan Quote.** This is an estimate of qualified loan amount; it **does not mean** the loan is approved. Applicant needs to choose loan amount **up to** this maximum.
3. **Application Review.** A Loan Officer will review the application for completeness and may contact the applicant if more information is needed.
4. **Decision.** A decision is made as to whether the application is approved or declined.

IF APPROVED:

- An email is sent to the applicant(s) to choose the loan amount and sign loan documents. *Be sure to download a copy for your records.*
- Loan proceeds are transferred to your bank account within 5-10 business days.
- Retain receipts and contracts for all loan funds spent for three (3) years.
- Make payments through Pay.gov **OR** mail payments to:
U.S. Small Business Administration
P.O. Box 3918
Portland, OR 97208-3918

Payments should NOT be sent to SBA’s Servicing Center as this will result in a delay in processing.

When mailing payments, include:

- Business Name
- Borrower’s Name
- Borrower’s Address
- Account Number
- Tax ID/EIN or SSN



- 10-digit SBA Loan Number

IF DECLINED:

- Decline letter sent via email.
- Applicant can request reconsideration in writing within six (6) months of the date of decline letter.
Send to:

E-mail: pdcrecons@sba.gov

Mail: U.S. Small Business Administration
Disaster Assistance Processing & Disbursement Center
14925 Kingsport Road
Fort Worth, Texas 76155

Include your application number, any information required to overcome the reason for decline, and any additional information that may assist us in processing your request.

The process and required documents may vary depending on the reason for the decline. If the decline letter requested specific information or documentation for reconsideration, you **must** include those items.

13. How can I check the status of my loan application?

Applicants will receive an invitation to log in to the customer portal to review the application, select an eligible loan amount, and submit for final review. If the loan is not approved, the applicant will receive an email notification with a detailed reason for the loan decline, including instructions on how to appeal the decision. Contact customer service to check on status at 1-800-659-2955 (1-800-877-8339 for the deaf and hard of hearing) or DisasterCustomerService@sba.gov.

14. I received an initial loan quote. Does that mean I've been approved?

No. That is simply an estimate of the loan you may be qualified to receive. Once you receive the initial loan quote:

1. Log in to your SBA Loan Portal
2. Choose how much you want your loan amount to be, up to the maximum quoted
3. Be sure to click the **submit button**

Once that is completed, your application will be advanced to the final review stage. You may be contacted by a Loan Officer to submit additional information. Please respond promptly so your application can be processed promptly.

15. I received the loan; how do I make payments?

COVID-19 EIDL loan payments are deferred for 18 months, although interest will accrue. You may make payments earlier or at any time. Set up online payments by completing [SBA Form 1201 Borrower Payments](#) on [Pay.gov](#). There is no penalty for early payments.

If you prefer to mail payments, send them to:

U.S. Small Business Administration
P.O. Box 3918



Portland, OR 97208-3918

Note: Payments should NOT be sent to SBA's Servicing Center as this will result in a delay in processing.

Make checks or money orders payable to SBA. Make sure to include your 10-digit SBA loan number.

When mailing payments, include:

- Business Name
- Borrower's Name
- Borrower's Address
- Account Number
- Tax ID/EIN or SSN
- 10-digit SBA Loan Number

16. What if I don't need as much money as I've been approved for?

Have you received the email with the COVID-19 EIDL initial loan quote only?

1. Log in to your SBA loan portal account at <https://covid19relief1.sba.gov/>
2. You may lower the amount you want your loan to be, with the maximum being the loan amount quoted
3. Be sure to click the **submit button**

Have you already received funds via Direct Deposit?

Make check payable to SBA and send with note that indicates whether the funds should be applied to the EIDL, Advance or both, and include:

- Business Name
- Borrower's Name(s)
- Tax ID or SSN
- Loan Number

SBA's Disaster Customer Service Center can also provide loan payoff information and can be reached at 1-800-659-2955 (1-800-877-8339 for the deaf and hard of hearing) or DisasterCustomerService@sba.gov.

Send to:

U.S. Small Business Administration
P.O. Box 3918
Portland, OR 97208-3918



17. I have a business partner, but he/she does not want to be included on the COVID-19 EIDL application. Can I still apply?

All owners who own 20 percent or more of the business are required to be included on the application and at least 81 percent ownership needs to be accounted for on the application in order to be considered.

18. What if I didn't accept the full amount I was approved for; can I get the full amount now?

If applicant accepted the loan for less than the full amount originally offered, they have up to two (2) years after the date of the loan note to request to request an increase to get additional funds, *even after the application deadline of Dec. 31, 2021*. See Q. 19 for the process to request a loan increase.

If an applicant declined the original loan offer, the loan offer is considered to be withdrawn. Applicants can request a reacceptance within 6 months of the original offer, *even after the application deadline of Dec. 31, 2021*.

For withdrawn loans, send requests to:

E-mail: pdcrecons@sba.gov

Mail: U.S. Small Business Administration
Disaster Assistance Processing & Disbursement Center
14925 Kingsport Road
Fort Worth, Texas 76155

Include your application number additional information that may assist us in your request, including updated financials.

Be sure to include:

- Business Name
- Borrower's Name
- Tax ID/EIN or SSN
- Application/Loan Number
- [IRS Form 4506-T](#) (form must be received within 120 days from the signature date)

19. What if I need more money than I've been approved for?

COVID-19 EIDLs can be modified by increasing the amount up to 24 months of economic injury or a maximum of \$500,000, whichever is less. An increase can be requested either before or after accepting the loan. If applicant is in urgent need of funds, accept the maximum loan amount offered and then request an increase by providing additional documentation.

If you were approved for a loan and would like to request additional funds, log into your SBA loan portal account at <https://covid19relief1.sba.gov/>. Once logged on, take these specific steps to request the increase:

1. Click on the button that reads "**Request More Funds.**" NOTE: That button will only be visible if your current loan amount is not already at the maximum loan limit (currently \$500,000).



2. Borrowers will then be asked to disclose if any changes have occurred since the original EIDL application was submitted, such as any owners of 20 percent or more of the applicant business being currently involved in a bankruptcy.
3. Borrowers will be asked to identify the form used for their most recent tax return [e.g., Form 1040 (Schedule C, E or F), 1065 (Partnership), 1120S (S Corporation), or 1120 (C Corporation)].
4. Borrowers will use the slider bar to select a new (increased) loan amount.
5. Borrowers may be required to electronically sign an IRS Form 4506-T, which allows the SBA to obtain tax transcripts directly from the IRS.
6. When these steps are completed, borrowers will submit the loan increase for processing.

Upon SBA's processing of the increase request, borrowers may also be asked to submit updated financial information (Gross Revenue, Cost of Goods Sold, cost of operation, or other sources of compensation). This request may include SBA Form 3502 – EIDL Supporting Information.

20. I have multiple businesses. Can I submit multiple COVID-19 EIDL applications?

Yes, you can submit one application per eligible business. However, at least 81 percent ownership for each business needs to be accounted for on the application.

21. I've been declined for COVID-19 EIDL. What could be the reason(s) for that decline?

Decline reasons are unique to the applicant. The most common reasons for a decline are:

- **Unsatisfactory credit history.** Because EIDL is a government loan, federal regulations require applicants to meet minimum credit standards to qualify.
- **Unverifiable information.** If an applicant does not respond within 7 days to requests for additional information from loan officers, their application may be declined. Request a reconsideration to reactivate your application.
- **Ineligible non-US citizen status.** Applicants must be US citizens, non-citizen nationals, or qualified aliens. Refer to [SOP 50 309](#), **Appendix 7** for further information.
- **Business activity not eligible.**
- **Economic injury not substantiated.** There are two possible reasons for this decline: 1) The economic injury is less than the amount received for the EIDL Advance; or 2) The information submitted does not indicate an economic injury.
- **Character reasons.** Applicants may be declined if they have been convicted of a felony in the past five years; or ever been engaged in the production or distribution of any product or service that has been determined to be obscene by a court of competent jurisdiction; those who are currently suspended or debarred from contracting with the federal government or receiving federal grants or loans; and/or those who are presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction.
- **Failure to respond.** If applicants do not respond to emails asking for additional information or to sign loan closing documents, the application will typically expire after 60 days.

22. Can I request a reconsideration if my COVID-19 EIDL application is declined?

Applicant has up to 6 months to request reconsideration, even after the application deadline of 12/31/21. Send reconsideration requests to:

E-mail: pdcrecons@sba.gov



Mail: U.S. Small Business Administration
Disaster Assistance Processing & Disbursement Center
14925 Kingsport Road
Fort Worth, Texas 76155

Include your application number, any information required to overcome the reason for decline, and any additional information that may assist us in processing your request.

If the decline letter requested specific information or documentation for reconsideration, you **must** include those items.

Be sure to include:

- Business Name
- Borrower's Name
- Tax ID/EIN or SSN
- Application/Loan Number
- [IRS Form 4506-T](#) (form must be received within 120 days of the signature date)

The process will vary depending on reason for decline.

Example:

Applicant receives a decline letter for their COVID-19 EIDL application from the SBA, listing “*Economic injury not substantiated*” as the reason for the decline. This reason is common when an applicant’s self-certified financial information on their streamlined application, such as the figures for Gross Revenues and the Cost of Goods Sold for the 12 month period prior to the pandemic, did not reflect an economic injury, or the information may have been left blank.

The business owner’s request for reconsideration should be a written email/letter request including the following:

- A written note from the applicant requesting reconsideration of their declined COVID-19 EIDL application, which includes the Application number, Business/Entity name, Owners name(s), and address of business
- Copy of the most recent federal tax returns filed for the business, prior to the COVID-19 Pandemic, including all schedules and attachments
- A completed and signed [IRS Form 4506-T](#) for the business entity
- Copy of a voided check for the business account
- Upon SBA’s processing of the reconsideration, the SBA may request additional information, which may include SBA Form 3502 – EIDL Supporting Information

23. If I’ve already received a COVID-19 EIDL and I’ve been affected by another disaster, such as a flooding or wildfire event, can I ask for more funds?

If you are in an area that has a Disaster Declaration, which includes disasters such as flooding, storm damage, wildfires or earthquakes, you may be eligible for additional SBA Disaster Loans to cover damage to your home, personal possessions and/or business.



Check DisasterLoanAssistance.sba.gov to see if there is a disaster declaration for your area. SBA's COVID-19 relief programs, such as the PPP and EIDL, are for economic impacts resulting from the Coronavirus pandemic, and not for physical or economic disaster losses caused by other disasters.

24. I already have received COVID-19 EIDL loan funds and my business has not recovered yet from the impacts of the COVID shutdowns; would I qualify for more federal assistance?

You may request an increase in your existing SBA EIDL loan for up to 24 months of economic injury, to a maximum of \$500,000. You may also qualify for other coronavirus relief options from SBA as part of the Economic Aid to Hard-Hit Small Businesses, Non-Profits, and Venues Act [Economic Aid Act, enacted on Dec. 27, 2020, which includes the opening of First and Second Draw Paycheck Protection Program (PPP) loans]. See updates and information at sba.gov/relief. **See Q. 19 for details about the process for requesting an increase.**

25. If I get another Disaster Loan due to different disaster event, can I consolidate the new loan with my COVID-19 EIDL? Or can I use it to pay off the COVID-19 EIDL?

No. Each SBA Disaster Loan is a separate loan; they cannot be consolidated or used to pay off earlier loans.

If you qualify for another SBA disaster loan due to a different declared disaster in your area, the new loan must be used for the purposes listed in your loan closing documents, which may include working capital or physical damage repairs. The terms and conditions of other disaster loans may be different than those of the COVID EIDL, and the new loan cannot be used to refinance or payoff existing SBA disaster loans from previous disaster events, including COVID-19. Retain receipts and contracts for all loan funds spent for three (3) years so you will be able to document use of funds for each loan.

26. Given that my business has not yet recovered from COVID shutdowns, how will I handle repayment?

Payments for COVID-19 loans approved in 2021 are deferred automatically for 18 months. Payments for COVID-19 loans approved in 2020 have been deferred for 24 months. Payments for most non-COVID disaster loans for disasters that occurred in 2020 or earlier are deferred until at least 2022. **New disaster loans** made in 2021 for other disasters are also automatically deferred for 18 months.

27. How is the process for applying for a natural disaster loan different from the COVID-19 EIDL process?

If your only experience with SBA Disaster Loans has been with the EIDL program for COVID-19, you'll find the process different for declared disasters such as natural disasters.

There are two assistance programs:

- **Physical damage loans** that cover repairs and replacement of physical assets damaged in a declared disaster that are not covered by insurance.
- **Economic injury loans** to cover small business operating expenses after a declared disaster.



The application portal is different. Apply at DisasterLoanAssistance.sba.gov or visit SBA.gov/Disaster for more information.

28. How does SBA define Gross Revenue/Receipts?

Gross receipts include all revenue in whatever form received or accrued (in accordance with the entity’s accounting method) from whatever source, including from the sales of products or services, interest, dividends, rents, royalties, fees or commissions, reduced by returns and allowances for the applicant business.

29. How does SBA define Cost of Goods Sold?

Cost of Goods Sold (COGS) refers to the direct costs of producing the goods sold by a company. This amount includes the cost of the materials and labor directly used to create the good. It excludes indirect expense, such as distribution costs and sales force costs. Visit [Small Businesses Self-Employed | Internal Revenue Service \(irs.gov\)](https://SmallBusinessesSelf-Employed.InternalRevenueService.irs.gov) for additional details pertaining to COGS.

30. What if somebody stole my identity to apply for and obtain EIDL assistance in my name?

If you suspect that somebody used your personal information without your knowledge or permission to obtain EIDL assistance, please download the [Identity Theft Letter](#) for step-by-step instructions on how to report the identity theft case to SBA. The letter also includes recommended next steps you should take to protect yourself from further financial harm as a result of identity theft, such as reporting the identity theft to the Federal Trade Commission (FTC) at IdentityTheft.gov as well as adding a fraud alert or credit freeze to your credit reports.

31. Will SBA remove the hard inquiry from my credit report as a result of identity theft?

Yes. You can dispute a hard inquiry and request that it be removed as a result of identity theft by contacting Experian directly at 1-800-888-397-3742 or online at [Experian Disputes](https://Experian.Disputes).

32. Why am I still receiving monthly statements after I reported the identity theft to SBA?

You may continue to receive monthly statements while SBA is working to review your identity theft documents and to address the open loan debt. The statements do not reflect the status of the ongoing review of the identity theft. SBA will send you a separate written confirmation when the identity theft review is completed, and the loan debt has been resolved.

33. Disaster Assistance at a Glance

Types of Assistance	Borrowers	Purpose	Max. Amount
Business Disaster Loans (Physical losses)	Businesses of all sizes and private nonprofit organizations	Repair or replace real estate, inventory, equipment, etc.	\$2 million
Economic Injury Loan (COVID-19 EIDL)	Small businesses, agricultural concerns, some private nonprofits	Working capital (operating expenses for agricultural concerns and nonprofits)	24 months of economic injury (operating expenses for agricultural concerns and nonprofits), up to a max of \$500,000



Targeted EIDL Advance	Businesses and nonprofits located in a low-income community, that suffered a reduction in revenue of greater than 30%, and have 300 or fewer employees.	For small business continuity, adaptation and resiliency. Also, for any allowable purpose of the EIDL loan.	\$10,000
Supplemental Targeted Advance	Businesses and nonprofits located in a low-income community, that suffered a reduction in revenue of greater than 50%, and have 10 or fewer employees.	For small business continuity, adaptation and resiliency. Also, for any allowable purpose of the EIDL loan.	\$5,000
Economic Injury Loans (All other disasters)	Small businesses and private nonprofits	Working capital	\$2 million
Military Reservist Economic Injury Disaster Loan (MREIDL)	Small businesses with military reservist(s) called up to active duty	Working capital	\$2 million
Home Loans—real estate	Homeowners	Repair or replace primary residence; damage not covered by insurance	\$200,000
Home Loans—personal property	Homeowners and renters	Repair or replace personal property not covered by insurance	\$40,000
Mitigation	Businesses, private nonprofits, and homeowners	Mitigate / prevent future loss of the same type	Increase of up to 20 percent of verified physical damage. Homeowners limited to \$200,000.

We encourage following the SBA on [Twitter](#), [subscribing](#) to SBA’s e-newsletter, and visiting us frequently online at sba.gov/relief to stay up to date on developments.