

# Emergency Injury Disaster Loans (EIDL) for Nonprofits

Co-Hosts:

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Center for Nonprofit Management & Leadership

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Small Business Development Center



CENTER FOR  
Nonprofit Management  
& Leadership

MIDWESTERN STATE UNIVERSITY

# Agenda

- ▶ What is the EIDL
- ▶ Where to apply
- ▶ What information is needed for application
- ▶ Demonstrate how to complete application
- ▶ Q&A

# What is the Emergency Injury Disaster Loan and are Nonprofits eligible?

- ▶ Designated typically for natural disasters
- ▶ Administrated by the Small Business Administration (SBA)
- ▶ Application has been streamlined specifically for COVID-19 economic hardship
- ▶ YES! Nonprofits are eligible!

# Where does a nonprofit apply for an EIDL loan?

- ▶ Sba.gov
- ▶ Yellow bar at top of page “Coronavirus (COVID-19): Apply for an Economic Injury Disaster Loan [CLICK HERE](#)”
- ▶ Enter information directly into portal, no uploads necessary

# What information do you need to apply

- ▶ Business Information

- ▶ Legal name

- ▶ EIN

- ▶ Date established

- ▶ Number of employees as of 1/31/2020

- ▶ Gross Revenues for 12 months prior to 1/31/2020

- ▶ Non-profit cost of operation for 12 months prior to 1/31/2020

- ▶ Business contact info (no PO Addresses)

# What information do you need to apply

- ▶ Business owner information (Board member info)
  - ▶ Information for Board Officers or Executive Committee
  - ▶ SSN
  - ▶ Birthdate
  - ▶ Place of Birth
  - ▶ Address
  - ▶ Email
  - ▶ Phone number

# What information do you need to apply

- ▶ Additional Information
- ▶ Answer criminal background questions
  - ▶ Vanda Cullar, Small Business Development Center
  - ▶ Phone: 940-397-4373
  - ▶ 3410 Taft Blvd; Wichita Falls, TX 76308
- ▶ \$10,000 Advance: **CHECK THIS BOX!!**
  - ▶ Provide bank name, account # and routing #

# www.sba.gov/disaster

Coronavirus (COVID-19): Apply for an Economic Injury Disaster Loan [CLICK HERE](#)

**SBA** U.S. Small Business Administration

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## Disaster assistance

*The SBA provides low-interest disaster loans to help businesses and homeowners recover from declared disasters.*

[APPLY FOR ASSISTANCE](#)



# Disaster Loan Applications

*Find out how to apply for SBA Disaster loans*

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## Content

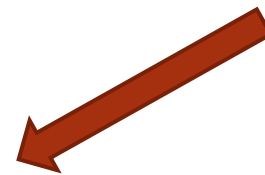
[Economic Injury Disaster Loans and Loan Advance](#)

[Home Loans or Sole Proprietor Loans](#)

[Mailing instructions](#)

[Useful links](#)

[Get help](#)



# Economic Injury Disaster Loans and Loan Advance

To apply for a COVID-19 Economic Injury Disaster Loan, [click here](#).

In response to the Coronavirus (COVID-19) pandemic, small business owners in all U.S. states, Washington D.C., and territories are eligible to apply for an Economic Injury Disaster Loan advance of up to \$10,000. 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.

The loan advance will provide economic relief to businesses that are currently experiencing a temporary loss of revenue. Funds will be made available within three days of a successful application, and this loan advance will not have to be repaid.

Economic Injury Disaster Loans are also available to residents in declared disaster areas. To view the full list of disaster declarations, [click here](#).

To apply for a disaster loan unrelated to COVID-19, [click here](#).

# Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Non-profits, Homeowners and Renters

## COVID-19 ECONOMIC INJURY DISASTER LOAN APPLICATION



DISCLOSURES



BUSINESS INFORMATION



BUSINESS OWNERS INFORMATION



ADDITIONAL INFORMATION



SUMMARY

### STREAMLINED PROCESS REQUIREMENTS

SBA is collecting the requested information in order to make a loan under SBA's Economic Injury Disaster Loan Program to the qualified entities listed in this application that are impacted by the Coronavirus (COVID-19). The information will be used in determining whether the applicant is eligible for an economic injury loan. If you do not submit all the information requested, your loan cannot be fully processed.

The Applicant understands that the SBA is relying upon the self-certifications contained in this application to verify that the Applicant is an eligible entity to receive the advance, and that the Applicant is providing this self-certification under penalty of perjury pursuant to 28 U.S.C. 1746 for verification purposes.

The estimated time for completing this entire application is two hours and ten minutes, although you may not need to complete all parts. You are not required to respond to this collection of information unless it displays a currently valid OMB approval number.

## ELIGIBLE ENTITY VERIFICATION

### Choose One:

- Applicant is a business with not more than 500 employees.
- Applicant is an individual who operates under a sole proprietorship, with or without employees, or as an independent contractor.
- Applicant is a cooperative with not more than 500 employees.
- Applicant is an Employee Stock Ownership Plan (ESOP), as defined in 15 U.S.C. 632, with not more than 500 employees.
- Applicant is a tribal small business concern, as described in 15 U.S.C. 657a(b)(2)(C), with not more than 500 employees.
- Applicant is a business, including an agricultural cooperative, aquaculture enterprise, nursery, or producer cooperative, that is small under SBA Size Standards found at <https://www.sba.gov/size-standards>.
- Applicant is a business with more than 500 employees that is small under SBA Size Standards found at <https://www.sba.gov/size-standards>.
- Applicant is a private non-profit organization that is a non-governmental agency or entity that currently has an effective ruling letter from the IRS granting tax exemption under sections 501(c),(d), or (e) of the Internal Revenue Code of 1954, or satisfactory evidence from the State that the non-revenue producing organization or entity is a non-profit one organized or doing business under State law, or a faith-based organization.

NONPROFITS  
SELECT:



**Review and Check All of the Following:**

Applicant must review and check all the following (If Applicant is unable to check all of the following, Applicant is not an Eligible Entity):


- Applicant is not engaged in any illegal activity (as defined by Federal guidelines).
- No principal of the Applicant with a 50 percent or greater ownership interest is more than sixty (60) days delinquent on child support obligations.
- Applicant is not an agricultural enterprise (e.g., farm), other than an aquaculture enterprise, agricultural cooperative, or nursery.
- Applicant does not present live performances of a prurient sexual nature or derive directly or indirectly more than de minimis gross revenue through the sale of products or services, or the presentation of any depictions or displays, of a prurient sexual nature.
- Applicant does not derive more than one-third of gross annual revenue from legal gambling activities.
- Applicant is not in the business of lobbying.
- Applicant cannot be a state, local, or municipal government entity and cannot be a member of Congress.

If you have questions about this application or problems providing the required information, please contact our Customer Service Center at 1-800-659-2955 or (TTY: 1-800-8339) [DisasterCustomerService@sba.gov](mailto:DisasterCustomerService@sba.gov).

Continue >

# Applicant Must Check ALL To be Eligible

# COVID-19 ECONOMIC INJURY DISASTER LOAN APPLICATION



Step 1 of 3

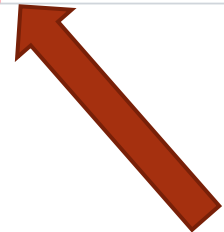
## Business Information

**Business Legal Name \***

**Trade Name \***

**EIN/SSN for Sole Proprietorship \***

**Organization Type\***



**Red Lines are Required Fields**

Is the Applicant a Non-Profit Organization? \*

Yes  No

Is the Applicant a Franchise? \*

Yes  No

Gross Revenues for the Twelve(12) Month Prior to the Date of the Disaster (January 31, 2020) \*

Cost of Goods Sold for the Twelve(12) Month Prior to the Date of the Disaster (January 31, 2020) \*

Rental Properties (Residential and Commercial) Only - Lost Rents Due to the Disaster

Non-Profit Cost of Operation for the Twelve(12) Month Prior to the Date of the Disaster (January 31, 2020)

Combined Annual Operating Expenses for the Twelve(12) Months Prior to the Date of the Disaster (January 31, 2020) for All Secular Social Services Provided by the Faith Based Entity

List the Secular Social Services Provided by the Faith Based Entity

FOR  
NONPROFITS  
MOST WILL PUT  
"0" IN COST OF  
GOODS

MOST  
NONPROFITS WILL  
FILL IN THESE  
SECTIONS:

**Compensation From Other Sources Received as a Result of the Disaster**

**Provide Brief Description of Other Compensation Sources**

**Primary Business Address (Cannot be P.O. Box) \***

**City \***

**State \***

**County**

**Zip \***

**Business Phone \***



**Business Fax**

**Business Email \***

**Date Business Established \***

**Current Ownership Since \***

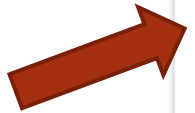
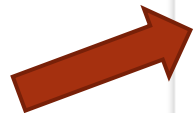
**Business Activity \***

**Detailed Business Activity\***

**Number of Employees (As of January 31, 2020) \***

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NONPROFITS  
SHOULD USE DATE  
THEY OBTAINED TAX  
EXEMPT STATUS FOR  
THESE BOXES:



THESE BOXES  
WILL BE DROP  
DOWN BOXES.  
NONE OF THE  
CHOICES REFER  
TO NONPROFIT  
SPECIFICALLY.  
CHOOSE OTHER,  
MISC., ETC.

# COVID-19 ECONOMIC INJURY DISASTER LOAN APPLICATION



DISCLOSURES



BUSINESS INFORMATION



BUSINESS OWNERS INFORMATION



ADDITIONAL INFORMATION



SUMMARY

Step 2 of 3

## Business Owners Information

Is Your Business Owned by a Business Entity? \*

Yes  No

**If Business is Owned by Business Entity**

**MOST  
NONPROFITS  
WILL SELECT  
"NO"**



## Individual Owner/Agent(s)

### Owner/Agent 1

First Name \*

Last Name \*

NONPROFITS SHOULD COMPLETE THIS SECTION FOR BOARD MEMBERS, TYPICALLY THE EXECUTIVE COMMITTEE OR OFFICERS ONLY

**Mobile Phone \***

**Title / Office \***

**Ownership Percent \***

**Email \***

**SSN \***

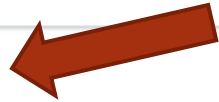
**Birth Date \***

**Place Of Birth \***

SELECT "OTHER" FOR EACH BOARD MEMBER



PUT "0" FOR EACH BOARD MEMBER



**U.S. Citizen \***

Yes  No

**DO NOT FORGET TO ANSWER  
THIS QUESTION**

**Residential Street Address \***


**City \***


**State \***

**Zip \***

**FOR EACH BOARD  
MEMBER YOU  
WANT TO ADD  
SELECT THIS  
BUTTON**



 Add Additional Owner

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# COVID-19 ECONOMIC INJURY DISASTER LOAN APPLICATION



DISCLOSURES



BUSINESS INFORMATION



BUSINESS OWNERS INFORMATION



ADDITIONAL INFORMATION



SUMMARY

Step 3 of 3

## Additional Information

In the past year, has the business or a listed owner been convicted of a criminal offense committed during and in connection with a riot or civil disorder or other declared disaster, 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?

Yes  No

Is the applicant or any listed owner currently suspended or debarred from contracting with the Federal government or receiving Federal grants or loans?

Yes  No

a. Are you presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction?

Yes  No

b. Have you been arrested in the past six months for any criminal offense?

c. For any criminal offense - other than a minor vehicle violation - have you ever been convicted, plead guilty, plead nolo contendere, been placed on pretrial diversion, or been placed on any form of parole or probation (including probation before judgment)?

Next

If anyone assisted you in completing this application, whether you pay a fee for this service or not, that person must enter their information below.

Individual Name

Name of Company

Phone Number

Street Address, City, State, Zip

Fee Charged or Agreed Upon

I give permission for SBA to discuss any portion of this application with the representative listed above.

Yes  No

I would like to be considered for an advance of up to \$10,000.

### Where to Send Funds

Bank Name \*

Account Number \*

Routing Number \*

NONPROFITS SELECT THIS BOX TO BE ELIGIBLE TO RECEIVE THE EIDL "GRANT". MUST USE THIS APPLICATION TO BE ELIGIBLE.

DON'T FORGET BANK INFORMATION!

On behalf of the individual owners identified in this application and for the business applying for the loan:

I/We authorize my/our insurance company, bank, financial institution, or other creditors to release to SBA all records and information necessary to process this application and for the SBA to obtain credit information about the individuals completing this application.

If my/our loan is approved, additional information may be required prior to loan closing. I/We will be advised in writing what information will be required to obtain my/our loan funds. I/We hereby authorize the SBA to verify my/our past and present employment information and salary history as needed to process and service a disaster loan. I/We authorize SBA, as required by the Privacy Act, to release any information collected in connection with this application to Federal, state, local, tribal or nonprofit organizations (e.g. Red Cross Salvation Army, Mennonite Disaster Services, SBA Resource Partners) for the purpose of assisting me with my/our SBA application, evaluating eligibility for additional assistance, or notifying me of the availability of such assistance.

I/We will not exclude from participating in or deny the benefits of, or otherwise subject to discrimination under any program or activity for which I/we receive Federal financial assistance from SBA, any person on grounds of age, color, handicap, marital status, national origin, race, religion, or sex.

I/We will report to the SBA Office of the Inspector General, Washington, DC 20416, any Federal employee who offers, in return for compensation of any kind, to help get this loan approved. I/We have not paid anyone connected with the Federal government for help in getting this loan.

**CERTIFICATION AS TO TRUTHFUL INFORMATION:** By signing this application, you certify that all information in your application and submitted with your application is true and correct to the best of your knowledge, and that you will submit truthful information in the future.

**WARNING:** Whoever wrongfully misapplies the proceeds of an SBA disaster loan shall be civilly liable to the Administrator in an amount equal to one-and-one half times the original principal amount of the loan under 15 U.S.C. 636(b). In addition, any false statement or misrepresentation to SBA may result in criminal, civil or administrative sanctions including, but not limited to: 1) fines and imprisonment, or both, under 15 U.S.C. 645, 18 U.S.C. 1001, 18 U.S.C. 1014, 18 U.S.C. 1040, 18 U.S.C. 3571, and any other applicable laws; 2) treble damages and civil penalties under the False Claims Act, 31 U.S.C. 3729; 3) double damages and civil penalties under the Program Fraud Civil Remedies Act, 31 U.S.C. 3802; and 4) suspension and/or debarment from all Federal procurement and non-procurement transactions. Statutory fines may increase if amended by the Federal Civil Penalties Inflation Adjustment Act Improvements Act of 2015.

I hereby certify **UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE UNITED STATES** that the above is true and correct.

[Click for additional statements required by laws and executive orders](#)

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Office

## Disaster Loan Assistance

Federal Disaster Loans for Businesses, Private Non-profits, Homeowners and Renters

### COVID-19 ECONOMIC INJURY DISASTER LOAN APPLICATION



**You will see a Summary  
Review  
and then Submit your application**



# To Contact Us:

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