



CPA **Business Funding** Portal

Live PPP Service Updates

February 11, 2021

Correcting Common Issues

Tax ID (EIN/SSN) mismatch scenario

- **First draw PPP borrower** and they have an Employer Identification Number (EIN), they must use an EIN to apply for a loan. If they do not have an EIN, they can use their Social Security Number (SSN).
- **Second draw PPP loan borrower** the priority is to *match the number that was used for the first draw PPP*.

Example; a second draw borrower who has an EIN but used their SSN for their first draw, must use their SSN to avoid an SBA error.

Take Action: If there is an EIN/SSN error being generated, the best course of action is to double check the number that was used on the first-draw and ensure the number matches the second-draw application. You may need to ask the original lender to update the TIN in the SBA systems.

Loan amount is different than originally calculated on the application

- **Causes:** 1) Manual error in filling out the application 2) Loan amount cap per employee

Take Action: Corrections post-approval are involved and may take a week or longer before a resolution can be reached. Escalate these cases – they require manual intervention by a funding specialist.