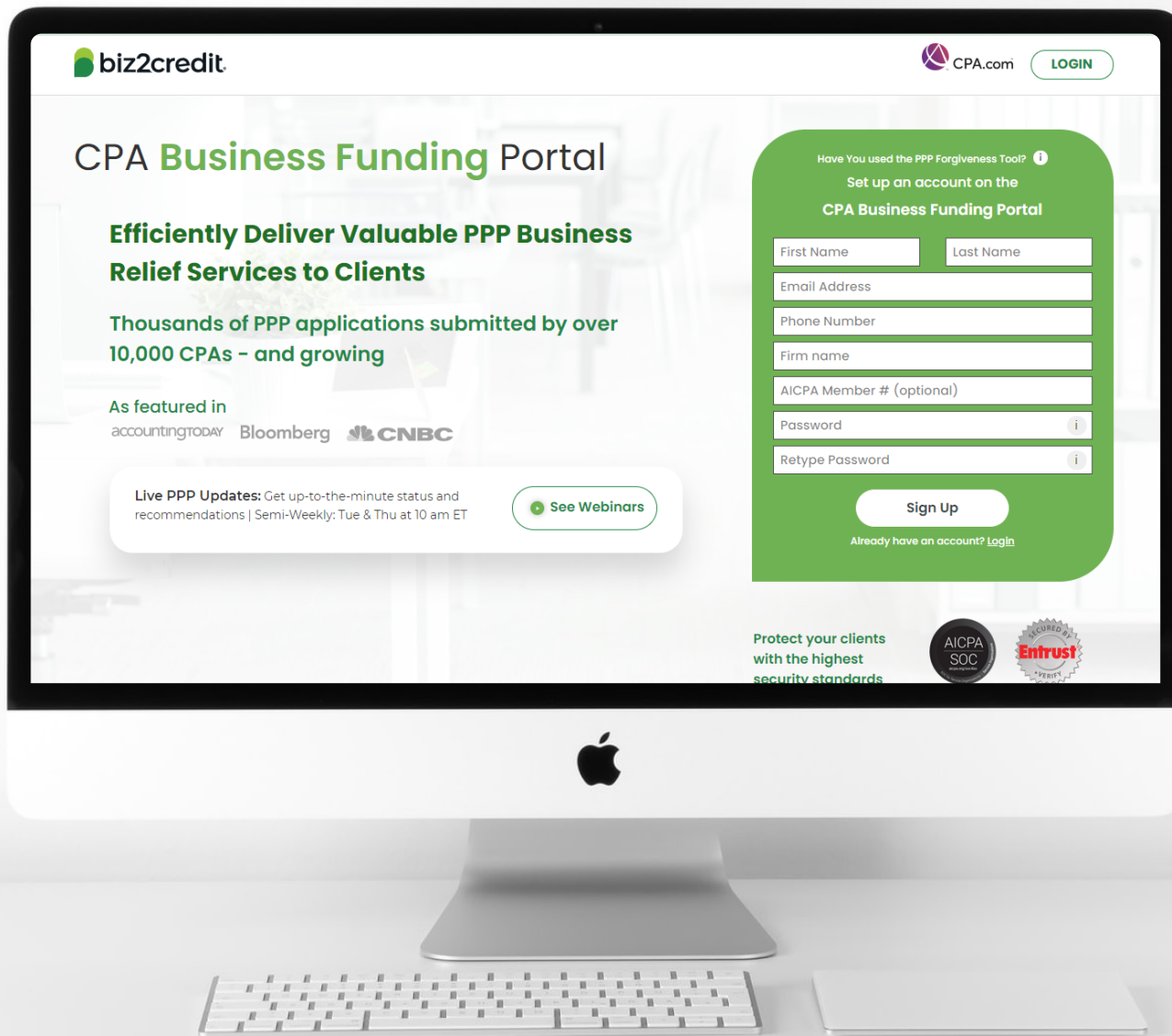




# CPA **Business Funding** Portal

Live PPP Service Updates

March 2, 2021



# Operational Updates from the CPA Business Funding Portal Team

# Updates to Your Experience

- ✓ New 2483 Forms (2.17 version)

Featured

- ✓ Error code messages on View Application page

Featured

- ✓ Sort dashboard by applications

- ✓ Updates to PPP forgiveness
- ✓ PCPS Pro Tips in PPP application process

Featured

- ✓ Add ACH details for clients (Paid subscribers)

- ✓ Status sync with client dashboard enhancements
- ✓ Resource hub now available
- ✓ New client dashboard views
- ✓ Updated status descriptions
- ✓ Loan amount & E-Tran on View Application page

MOST COMMON VALIDATION ERRORS

65+  
Different types of SBA  
Validation Error have  
been observed in the  
program so far.

PHASED RELEASE OF ERROR CODES IS NOW IN PROGRESS

| Error Code | Detail  |
|------------|---|
| E0094      | Our automated routines have determined that there is a mismatch between business TIN/SSN and Borrower TIN/SSN. Please ensure that the correct TIN/SSN type is selected for the business and all principals. |
| E00204     | Please ensure you are applying to the SBA as a second draw. We have detected that you are attempting to process this loan as a First Draw and our system detected that you already have a PPP Loan. Error:  |
| E0196      | Our automated routines have determined that there is likely a problem with the principal ownership percentage. Please ensure that the ownership percentage for this business type equals 100%.              |
| E0004      | For a Second Draw PPP Loan, you must provide the First Draw (or original PPP) loan number.  |

There is no definitive guide to resolving all of these from the SBA at this time.

Biz2Credit Steps  
to Identifying Error  
Resolutions

1. Identify error;
2. Prioritize based on frequency;
3. Update application and resubmit (automatic);
4. Identify errors available for borrower resolution;
5. Provide suggested resolution on dashboard for borrower.

# Error Code Updates on Biz2Credit Dashboard

The screenshot shows the Biz2Credit dashboard interface. At the top, there's a navigation bar with the Biz2Credit logo and a 'My Account' dropdown. Below this is a secondary navigation bar with 'Dashboard' and 'Applications' links. A green banner at the top of the main content area provides information about applying for a PPP loan. Below the banner is a progress bar with five steps: 'Get Started', 'Application', 'Pending', 'Submitted', and 'Get Funds(\$)', with the 'Submitted' step currently active. An 'SBA ALERT' box is present, stating that the SBA is performing more validations on applications, leading to longer processing times. The main content area is divided into two columns. The left column has a heading 'Paycheck Protection Program SBA response needs you to review' and explains that the application could not be validated by the SBA. The right column has a heading 'SBA VALIDATION RESPONSE' and states that the SBA's automated systems have determined that the second draw loan application is missing the correct first draw SBA loan number. It provides a 'Modify Application' button and a link to 'Read our PPP FAQs'. Below the 'Modify Application' button, it says 'Here is the SBA error message:' and provides a detailed error message: 'detail: For a Second Draw PPP Loan, you must provide the First Draw (or original PPP) loan number. Reference Error: E0004'. The error code 'Error code: E0004' is also displayed at the bottom of the error message box.

**Paycheck Protection Program SBA response needs you to review**

Your application could not be validated by the Small Business Administration (SBA). Please read the detailed information that was provided by the SBA in response to your application to understand why the SBA did not validate your application. Because this is a validation response from the SBA, Biz2Credit can't do anything to advance this application until or unless you have taken steps to correct the reasons for the validation response. **Next Step:** please read the detailed information provided by the SBA to understand what action you can take.

**SBA VALIDATION RESPONSE**

**FIRST DRAW LOAN NUMBER IS MISSING**

The SBA's automated systems have determined that this second draw loan application is missing the correct first draw SBA loan number. This is required for submission to the SBA.

You can [Modify the Application](#) to attempt to correct this error.

[Modify Application](#)

Here is the SBA error message:

detail: For a Second Draw PPP Loan, you must provide the First Draw (or original PPP) loan number. Reference Error: E0004

Error code: E0004

There is no guarantee that an application will be accepted by the SBA following resubmission. Validation Errors and SBA credit decisions are at the discretion of the SBA.


Follow updates posted on Biz2Credit dashboards for the most up to date information about applications

Updates on the client's Biz2Credit dashboard are often the fastest way to get news about your application. From the View Application page you will also be able to see the information that is being posted to the client's dashboard.

As new Validation Error information comes to light we are publishing actions on your dashboard.

# Error Codes Explained: E0004

## Application View

 My Account ▾

[Dashboard](#) [Applications](#)

Are you looking to apply for a PPP loan? You can start an application right in your Biz2credit account [Start PPP Application](#).  
If you need to see all applications in your account, visit the [Applications Page](#).

✓

Get Started

✓

Application

✓

Pending

○

Submitted

○

Get Funds(\$)

ⓘ

**SBA ALERT:** The SBA is performing more validations on applications that are submitted to them. Application processing times at the SBA are considerably longer than in the first round of PPP. This has also led to some errors and delays in processing from the SBA. Unfortunately, these issues are individualized. If your application has been in submission for a period of more than 3-4 days, it is likely that this processing delay has affected its processing by the SBA. Biz2Credit is working with the SBA to accelerate application processing as soon as possible. Please be patient and continue to check your dashboard and email for updates.

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ⓘ

**SBA VALIDATION RESPONSE**  
**APPLICANT TAX ID (TIN/SSN)  
TYPE MISMATCH DETECTED**

The SBA's automated systems have determined that there was a mismatch between the Tax ID (TIN/SSN) that was used for this business and the Tax ID used on the application.

You can [Modify the Application](#) to attempt to correct this error.

Modify Application

Here is the SBA error message:

detail: Our automated routines have determined that there is a mismatch between business TIN/SSN and Borrower TIN/SSN. Please ensure that the correct TIN/SSN type is selected for the business and all principals. Error E0094.

Unfortunately, there is nothing further that Biz2Credit can do with this validation response. You must identify and resolve the issue before submitting any further requests. You may contact an [SBA district office](#) for further assistance with this error.  
Error code: E0094

Have a question?  
Learn More About the PPP  
[Read our PPP FAQs](#) [Visit the COVID-19 Hub](#) [support@b2cdev.com](#)  
Email us or call the hotline 855-415-4632IMPORTANT NOTICE ABOUT CALL VOLUMES:  
We are receiving high call volumes. Responses will be delayed and your call may not go through. We strongly recommend emailing our support address about program or technical questions.

## CPA View

Application for MOCKDATA 9184\_00484 (APP18211)

Application Status: Not Accepted by SBA  
Case ID: 254874

ⓘ

**SBA VALIDATION RESPONSE**  
**FIRST DRAW LOAN NUMBER IS MISSING**

The SBA's automated systems have determined that this second draw loan application is missing the correct first draw SBA loan number. This is required for submission to the SBA.

Your client can now modify the application by logging into their Biz2Credit account.

Here is the SBA error message:

detail: For a Second Draw PPP Loan, you must provide the First Draw (or original PPP) loan number. Reference Error: E0004

Error code: E0004

Application Details

Previous Loan Information

Eligibility

Business Information

Ownership

Government Declarations

View

View

View

View

View



# Error Codes Explained: E0196

## Application View

Dashboard Applications

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Get Started Application Pending Submitted Get Funds(\$)



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#### SBA VALIDATION RESPONSE

##### OWNERSHIP AMOUNT DOES NOT MATCH BUSINESS TYPE

The SBA's automated systems have determined that this business type must have an ownership percentage of 100% listed on the application but it did not when submitted to the SBA.

You can [Modify the Application](#) to attempt to correct this error.

[Modify Application](#)

##### Here is the SBA error message:

detail: Our automated routines have determined that there is likely a problem with the principal ownership percentage. Please ensure that the ownership percentage for this business type equals 100%. Error: E0196

Error code: E0196

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Error code: E0196

#### Application Details

Previous Loan

Eligibility

Business Information

Ownership

Government



CPA Business Funding Portal

# Error Codes Explained: E00204

## Application View

[Dashboard](#) [Applications](#)

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Get Started

Application

Pending

Submitted

Get Funds(\$)

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**SBA VALIDATION RESPONSE**

**DRAW TYPE SELECTED MAY BE INCORRECT FOR THIS BUSINESS**

The SBA's automated systems have determined that this loan application was submitted as a First Draw even though this business has already received a PPP loan according to SBA records.

You can [Modify the Application](#) to attempt to correct this error.

[Modify Application](#)

Here is the SBA error message:

detail: Please ensure you are applying to the SBA as a second draw. We have detected that you are attempting to process this loan as a First Draw and our system detected that you already have a PPP Loan. Error: E00204

Unfortunately, there is nothing further that Biz2Credit can do with this validation response. You must identify and resolve the issue before submitting any further requests. You may contact an [SBA district office](#) for further assistance with this error. Error code: E00204

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Error code: E00204

**Application Details**

Previous Loan Information  
[View](#)

Eligibility  
[View](#)

Business Information  
[View](#)

Ownership  
[View](#)

Government Declarations  
[View](#)



# New Feature: Funnel Overview

Visualize application progress across practitioners from a single screen.

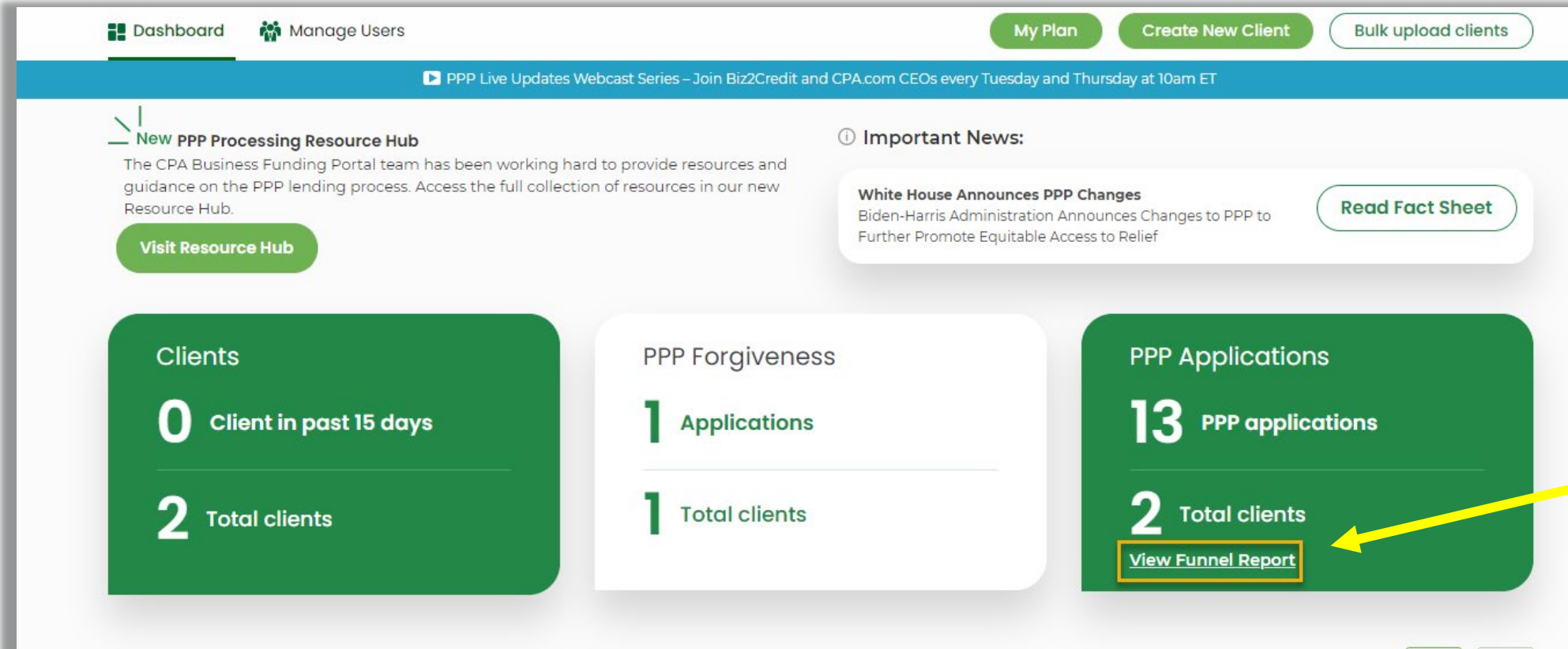
Funnel Report for PPP Application

[Download Excel](#)

| CPA User Name  | Applications In Progress | Applications Submitted ? | Requested Amount ? | Applications Approved ? | Applications Funded ? | Funded Amount |
|----------------|--------------------------|--------------------------|--------------------|-------------------------|-----------------------|---------------|
| Amar.demo Test | 13                       | 0                        | \$0.00             | 0                       | 0                     | \$0.00        |
| TestUser       | -                        | -                        | -                  | -                       | -                     | -             |
| AmarTest123    | -                        | -                        | -                  | -                       | -                     | -             |
| Total          | 13                       | 0                        | \$0.00             | 0                       | 0                     | \$0.00        |

[Back to My Plan](#)

# New Feature: Funnel Overview




**Access Funnel Report Here**


# New Feature: Add ACH Details

COMING SOON

**Borrower's Bank Account Information (Optional):**

Please provide the borrower's bank account information so we can disburse funds if the loan is approved by SBA. The loan application still has to receive final verification and the borrower must complete the loan closing process before the borrower's business will receive funds.

Void Check (0)  Upload

Last Month's Bank Statement (0)  Upload


Bank Name



Business Name on Account

Account Number

Re-enter Account Number

Routing Number

 Save

**Available soon for Premium and Enterprise subscribers, the option to add a client's ACH information prior to application submission**

From the Application Overview page (during document upload process) you can now add a client's deposit account information and verifying documents to the application for even faster processing on submission through the CPA Business Funding Portal.

**BENEFIT:** Faster queueing into the verification process post-SBA acceptance.

# Summary and Key Takeaways

## SBA Announcements

SBA will be making announcements soon so watch this space for updates on how it will affect your clients' applications

New regulations require time to process and incorporate into the Portal – plan accordingly

## New Features

Look for the ability to **add ACH details** on new PPP applications your firm is submitting

Check your firm's application **funnel report** for a picture of the processing status for your firm

Assist clients with resolving available error codes – more to be released in coming days

## Tips & Best Practices

Watch the recap videos available on CPA.com

[CPA.com/PPPresources](https://cpa.com/PPPresources)

Join us on Thursday at 10am ET