



CPA **Business Funding** Portal

Live PPP Service Updates

April 1, 2021



Customer
Care Updates
from the CPA
Business Funding
Portal Team

Second Draw for 2021 Borrowers

Training tip:

Getting a 2nd Draw PPP Loan in 2021 – Applicants must:

- Have applied and been funded through Biz2Credit in Draw 1
- Certify funds from 1st Draw were used
 - Revenue reduction related documentation
 - Additional documentation for verification based on the application
- The client's business must have experienced a revenue reduction of 25% or greater due to the COVID-19 pandemic.

LOOK FOR THE 'APPLY FOR DRAW 2' BUTTON ON THE ORIGINAL 1ST DRAW APP IN YOUR APPLICATIONS DASHBOARD

Upload documents (*) Document that show evidence of tampering will result in applications being declined.

Please upload the following documents that are required for verification of business information under the Paycheck Protection Program.

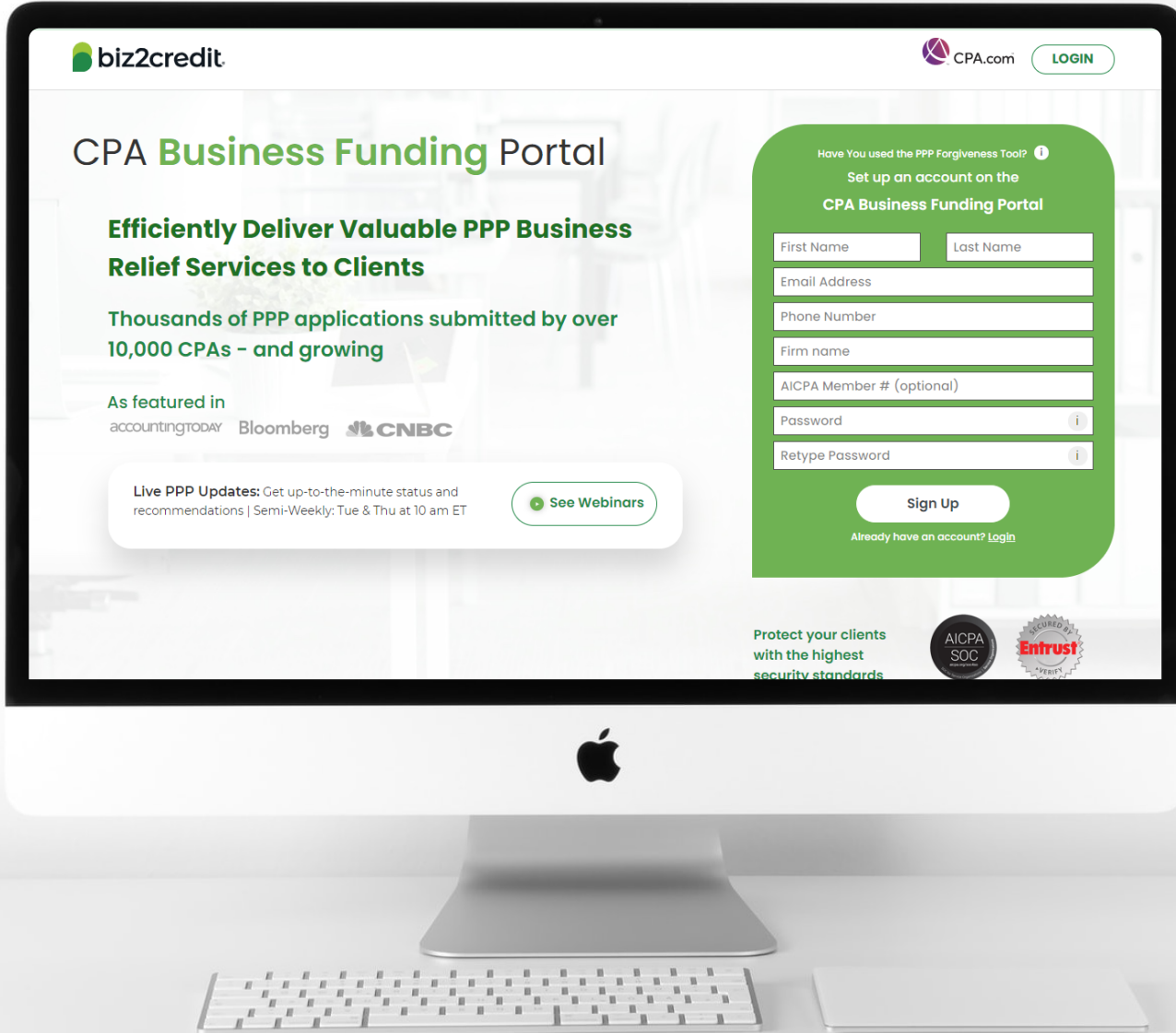
Optional based on your eligibility amount of \$50,000. We recommend providing this documentation anyways to speed up your application processing.

2019 IRS Form 1040 Schedule C (0) Schedule C cannot be an editable PDF. It must be a secured / uneditable PDF to be valid. [Upload](#)

2020 IRS Form 941 for Quarter 1 OR Payroll statement covering 2/15/2020 [Upload](#)

Client Name	Client ID	Phone Number	Email Address	Existing Client Applications	Action
Client 3003	BIZ176047	(809) 808-8908	client3003@b2cdev.com	2	PPP Engagement Letter Delete
Created on	Application Type	Business Name	Application ID	Application Stage	Action
Mar 30, 2021, 12:40:46 AM	PPP	Business 3003 Draw 1	APP18833	Funded ?	View More
Mar 30, 2021, 1:25:31 AM	Forgiveness	Samsung Ltd.	APP18834	About borrower	Start Forgiveness App Apply for Draw 2 Delete
Contact 28031	BIZ175583	(687) 686-8686	contact28031@b2cdev.com	+	PPP Engagement Letter Delete

Engagement Letter (Optional) (0) [Upload](#)



Operational Updates from the CPA Business Funding Portal Team

Getting a 2nd Draw PPP Loan for 2021 Borrowers

Information for clients who are seeking a 2nd Draw PPP loan after receiving a 1st Draw loan in 2021.

- SBA initially did not permit 2nd Draw loan applications for borrowers who only took their first PPP loan in 2021.
- New rule from SBA allows these borrowers to apply for and receive their 2nd Draw PPP loan.
- Must certify that funds from first round have been used (or will be used) by the time the second PPP loan is received.
- To qualify for a 2nd Draw PPP loan, the client's business must have experienced a revenue reduction of 25% or greater due to the COVID-19 pandemic.

(SBA Form No. 2483-SD)
Expiration Date: 5/31/2021

**Paycheck Protection Program
Second Draw Borrower Application Form**

Check One: Sole Proprietor Partnership C-Corp S-Corp LLC DBA or Tradename (if applicable) Year of Establishment (if applicable)

Independent Contractor Self-Employed Individual
 501(c)(3) nonprofit 501(c)(29) organization
 501(c)(29) workers cooperative Housing cooperative
 Tribal Business Other

Business Legal Name: _____ NAICS Code: _____

Business Address (Street, City, State, Zip Code - No P.O. Box addresses allowed): _____ Business TIN (EIN, SSN): _____ Business Phone: _____

Primary Contact: _____ Email Address: _____

Average Monthly Payroll:	\$	≤ 2.5 (or ≤ 3.5 for NAICS 72 applicant's equals Loan Request Amount (may not exceed \$2,000,000))	\$	Number of Employees (including affiliates, if applicable; may not exceed 300):
Purpose of the loan (select all that apply):	<input type="checkbox"/> Payroll Costs	<input type="checkbox"/> Rent / Mortgage Interest	<input type="checkbox"/> Utilities	<input type="checkbox"/> Covered Operations Expenses
	<input type="checkbox"/> Covered Property Damage	<input type="checkbox"/> Covered Supplier Costs	<input type="checkbox"/> Covered Worker Protection Expenses	<input type="checkbox"/> Other (specify): _____
PPP First Draw SBA Loan Number:				
Reduction in Gross Receipts of at Least 25% (Applicants for loans of \$150,000 or less may leave blank, but must provide upon or before seeking loan forgiveness or upon SBA request):	2020 Quarter (e.g., Q2 2020):		2021 Quarter (e.g., Q2 2021):	
	Gross Receipts: \$		Gross Receipts: \$	

Applicant Ownership
List all owners of 20% or more of the equity of the Applicant. Attach a separate sheet if necessary.

Owner Name	Title	Ownership %	TIN (EIN, SSN)	Address

If questions (1), (2), (4), or (5) are answered "Yes," the loan will not be approved.

Question	Yes	No
1. Is the Applicant or any owner of the Applicant presently suspended, debarred, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction by any Federal department or agency, or presently involved in any bankruptcy?		
2. Has the Applicant, any owner of the Applicant, or any business owned or controlled by any of them, ever obtained a direct or guaranteed loan from SBA or any other Federal agency that is (a) currently delinquent, or (b) has defaulted in the last 7 years and caused a loss to the government?		
3. Is the Applicant or any owner of the Applicant an owner of any other business, or have common management (including a management agreement) with any other business? If yes, list all such businesses (including their TINs if available) and describe the relationship on a separate sheet identified as addendum A.		
4. Is the Applicant (if an individual) or any individual owning 20% or more of the equity of the Applicant presently incarcerated or, for any felony, presently subject to an indictment, criminal information, arraignment, or other means by which formal criminal charges are brought in any jurisdiction? Initial here to confirm your response to question 4 <input type="checkbox"/>		
5. Within the last 5 years, for any felony involving fraud, bribery, embezzlement, or a false statement in a loan application or an application for federal financial assistance, or within the last year, for any other felony, has the Applicant (if an individual) or any owner of the Applicant 1) been convicted; 2) pleaded guilty; 3) pleaded nolo contendere; or 4) commenced any form of parole or probation (including probation before judgment)? Initial here to confirm your response to question 5 <input type="checkbox"/>		
6. Is the United States the principal place of residence for all employees included in the Applicant's payroll calculation above?		
7. Is the Applicant a franchise?		
8. Is the franchise listed in SBA's Franchise Directory? If yes, enter SBA Franchise Identifier Code here: _____		

SBA Form 2483-SD (1/21) 1