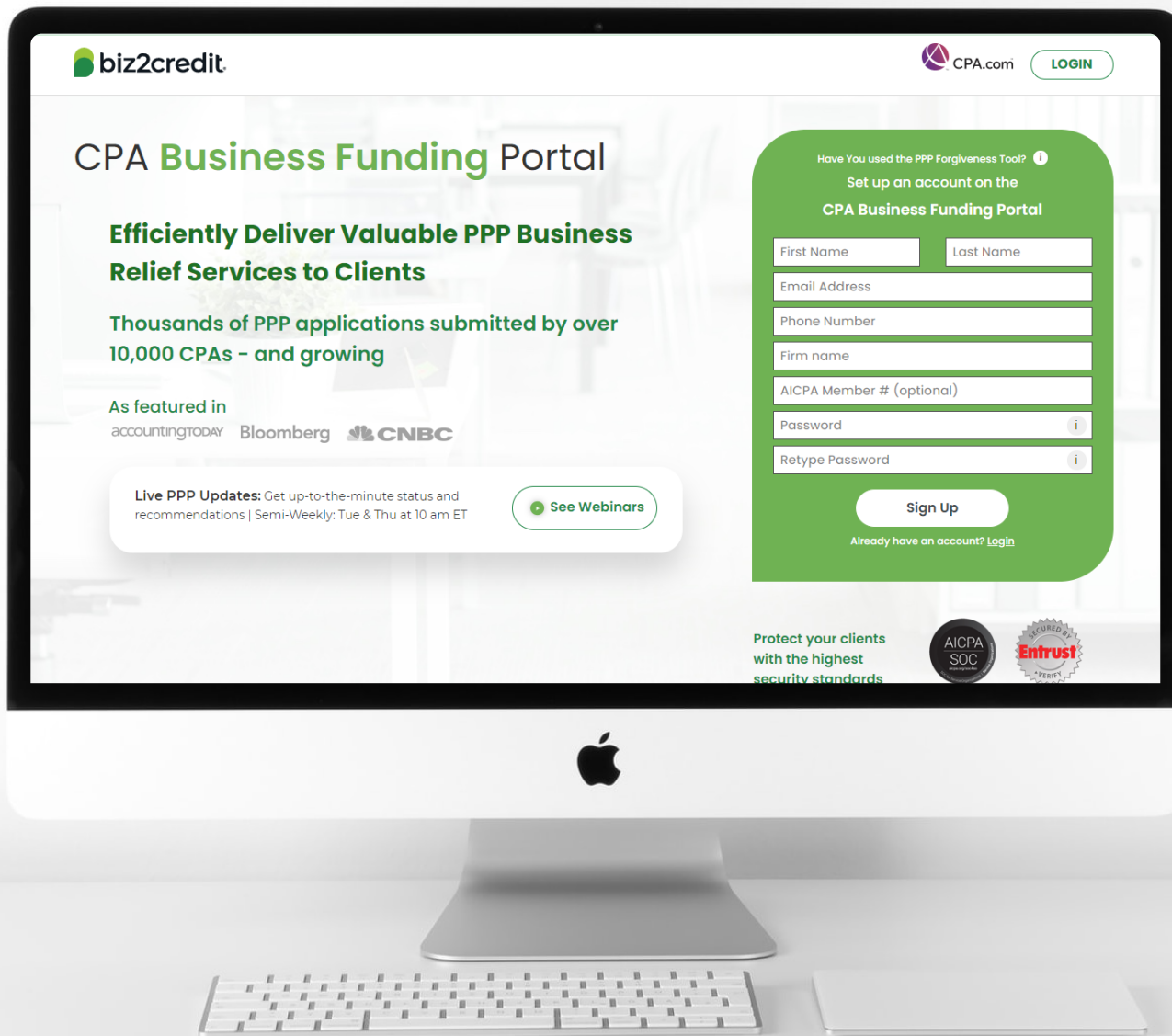




CPA **Business Funding** Portal

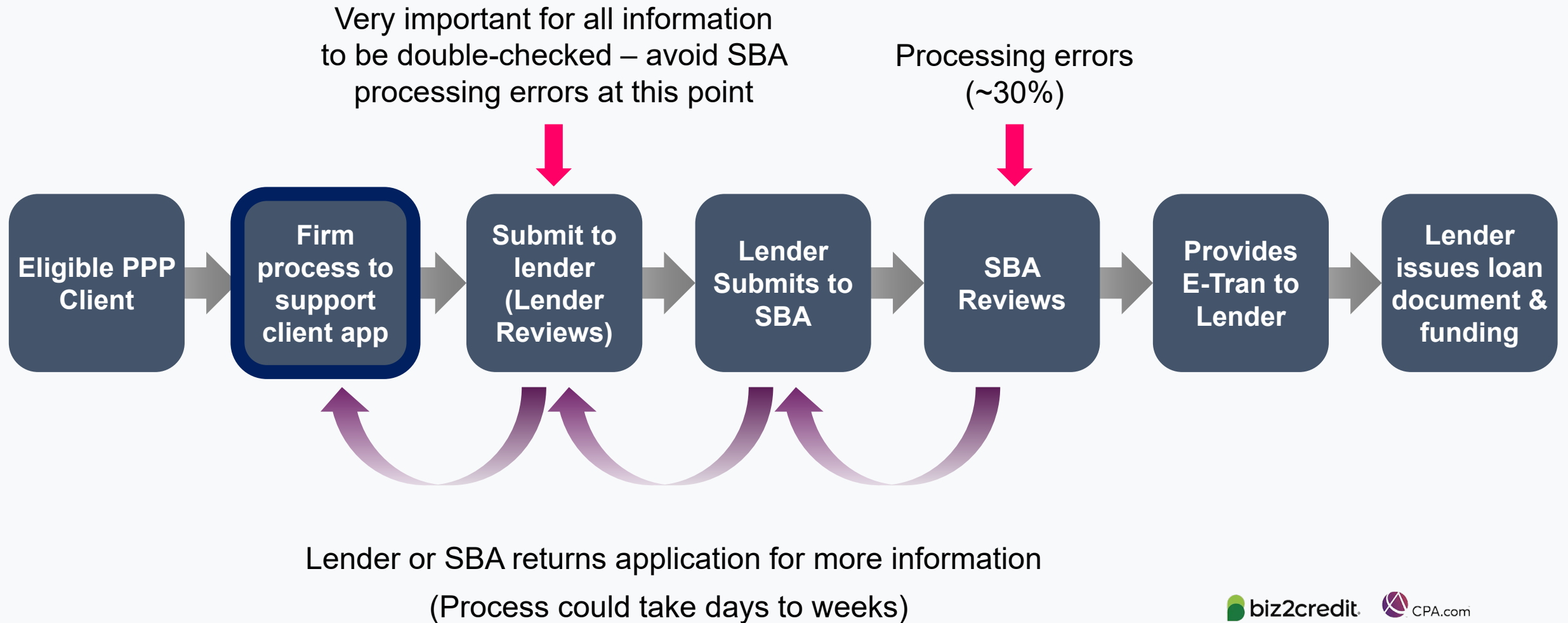
Live PPP Service Updates

April 13, 2021



Operational Updates from the CPA Business Funding Portal Team

PPP Firm to Lender Workflow



PPP Processing Timeline

Minutes > **Minimum 48 hrs** > **Up to 10 days** > **Up to 10 days** > **About 48 hrs**

Complete the Government Declarations and eSign sent by the client's CPA firm.

CPA Business Funding Portal

ACH Details
NEW

Submission into SBA and timeframe for SBA decision to be made is no less than 48 hours.

Biz2Credit Account

Submission Status

Client's application is approved and the final verification process begins. Client must provide ACH details and any outstanding documents or clarifications during this time.

Underwriter Notes
NEW

Loan agreement is generated and sent to the client for eSign. Approximate processing times are 12-14 business days right now.

Funds are sent to the client's account via ACH or wire transfer. Processing may take around 48 hours.

Client's Bank Account

Additional Verification Steps

As we take action to ensure the CPA Business Funding Portal is used to generate and submit verified applications, our teams may be reaching out to you and your clients for some further documentation to complete this necessary due diligence.

IRS Form 1040 (Tax Return)

The image shows the top portion of the 2020 U.S. Individual Income Tax Return (Form 1040). It includes the filing status section with options for Single, Married filing jointly, Married filing separately, Head of household (HOH), and Qualifying widow(er) (QW). Below this is the address section for the taxpayer and spouse, including city, state, and ZIP code. The form also features a section for dependents, where the taxpayer can list their names, social security numbers, and birth dates. The bottom section of the form shows the calculation of the taxpayer's income, starting with wages, salaries, and tips, and ending with the total tax liability.

Online Account Verification

The image shows the 'Choose Where to Deposit Funds' screen from the CPA Business Funding Portal. It offers 'Option 1: Connect to your Online Account' and provides a list of banks and financial institutions for selection. The list includes American Express Card, Wells Fargo, First Internet Bank, Chase, Wells Fargo - The Private..., Wells Fargo HSA, Wells Fargo Advisors, Bank of America, KeyBank, and PNC Bank. A search bar at the bottom allows users to find institutions not listed.

Bank Statement

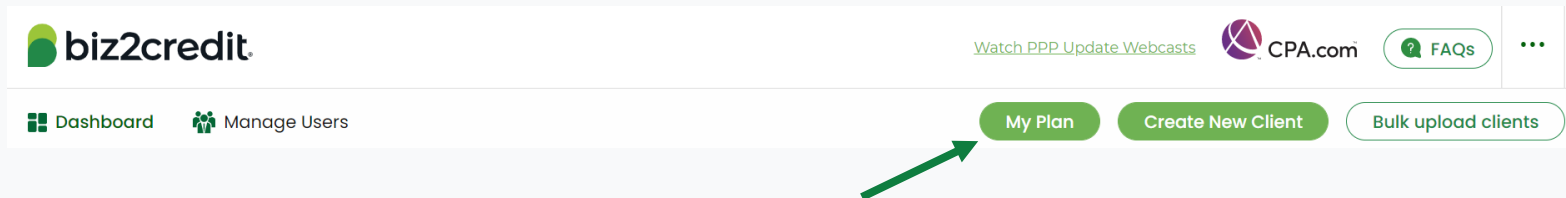
The image shows a Howard Bank Statement ending 09/21/2018. It includes a 'Summary of Accounts' section with details for the 'HOWARD RELATIONSHIP CHECKING' account, including the account number and ending balance. Below this is the 'Primary Checking' section, which provides a detailed account activity summary. The summary table lists transactions from 09/01/2018 to 09/21/2018, including deposits, withdrawals, and transfers, with columns for date, description, amount, and balance.

Commission Report – Accessing the Report

As more applications are funded, firms can view their Commission Report under “My Plan” page.

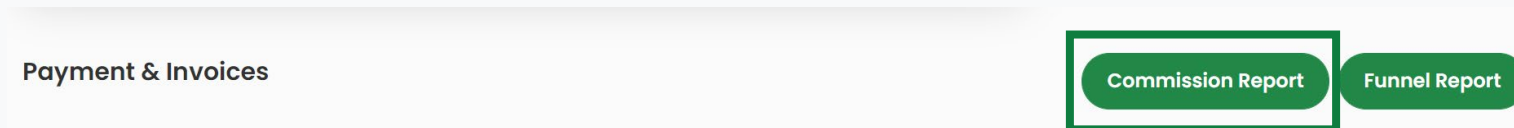
1

Click on “My Plan” button on the dashboard (Firm Admin only)



2

Access the Commission Report below Usage Dashboard



Commission Report – View & Export Report

You will be able to view the details of the applications that have been funded as well as your commission for each application.

Commission Report – Pending Final SBA Guidance & Regulations

The following table shows the funded Paycheck Protection Program loans submitted by your firm through the CPA Business Funding Portal. These loans qualify for commission according to the Agent Fee structure provided by the government.

Download Excel

Case ID	SBA Loan Number	Business Name	Lender	Funded Date	Funded Amount	Commission ¹	Opt-in
APP18066	2918400233	Test Businessskjhdfjkhfndsl	Itria Ventures	03/10/2021	\$798,798.00	\$3,993.99	<input checked="" type="checkbox"/>
Total					\$798,798.00	\$3,993.99	

1. Agent fees are set by the Treasury Department and currently set so they may not exceed One percent (1.00%) for loans of not more than \$350,000; 0.50 percent for loans of more than \$350,000 and less than \$2 million; 0.25 percent for loans of at least \$2 million; for Loans under \$50,000, it is expected that the fee will be based on the lesser of either \$500 or 10% of the loan amount.

You can export the report in excel format

You can opt out of receiving the commission for this application by unchecking the box. The decision is final, and you will not be able to change it in the future

Commission Report – Bank Account Info

A bank account is required to ensure timely payment of the commissions. You can provide your bank account information by clicking on the “Add Account” button below the commission report.

Setup Bank Accounts to Receive Payments- The commissions due to your firm will be deposited at the conclusion of the program. Add your firm's bank account details below to ensure you receive timely payment of commissions. If you do not add your account details payment may be delayed.

Add Account

Back to My Plan

Business Name

Test Businessskjhdfjkt

Department and current loans of at least \$2 million

Payments- The commissions due to your firm will be deposited at the conclusion of the program. Add your firm's bank account details below to ensure you receive timely payment of commissions. If you do not add your account details payment may be delayed.

Policy served.

Commission

\$798,798.00 \$3,993.99

\$98.00 \$3,993.99

\$350,000; 0.50 percent for loans less than \$500 or 10% of the loan amount for loans of \$500 or more.

support-premier@biz2credit.com
techhelp@biz2credit.com

Add Bank Account

Bank Name

Routing Number

Account Number Confirm Account Number

Account Type
Please Select

Tax ID

Cancel Save

Your bank account information will be saved in the portal and it will be the account where the commissions will be deposited.

Question & Answer

Enter Your Questions in the GoToWebinar Control Panel. Our team uses these questions to inform future resources and Live Service Update topics.

Summary and Key Takeaways

SBA Announcements

SBA updated rules are fully implemented in the CPA Business Funding Portal and now available for all users.

Deadline now extended to **May 31**.

Watch for updates about SBA funding for the program – approximately \$50 billion remains.

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

Clients can now resolve many common **validation errors** by logging into their dashboard

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