

Subject Line: Last e-news of 2020! CA Relief Grant Open TODAY

December 30, 2020

Dear Reader,

As we prepare to say 'farewell' to 2020, we think about how challenging this year has been for small businesses. We understand the difficult decisions you've had to make in order to navigate the uncertainty, to pivot to the new normal, and to identify resources to stay afloat. That said, the Office of Small Business and Small Business Commission are prepared to re-commit to our mission in 2021 – to support, preserve and protect small businesses in San Francisco. Please continue to engage with us in 2021, and we will do our best to serve you.

Reminder: For New Year's Eve, please plan to stay home and stay safe, avoid [travel](#), and celebrate with individuals in your household. Also, if you traveled over the holidays, be sure to [quarantine for 10 days](#).

From all of us at the Office of Small Business, we wish you a safe and healthy holiday and a Happy New Year!

In solidarity,

Office of Small Business

OFFICE CLOSURE: The Office of Small Business will be closed on Friday, January, 2021 for the New Year holiday.

ANNOUNCEMENTS:

FEDERAL RELIEF FOR SMALL BUSINESSES

New federal legislation signed into law on December 27, 2020 provides new COVID-19 relief funding for small businesses.

- **Paycheck Protection Program (PPP) – Reopening Soon**
\$284 Billion [has been added](#) to the PPP loan program, including expanded eligibility, making loan forgiveness easier, and allowing previous PPP recipients to obtain a second PPP loan.
- **Economic Injury Disaster Loan (EIDL) – Open**
\$20 Billion [has been added](#) to the EIDL Advance grants program, which provides additional funding for eligible entities in low-income communities.
- **Save Our Stages Grant Program – New**
\$15 Billion in grants will be available to support live entertainment venues. Eligible businesses include live entertainment venues and promoters, movie theaters, museums, performing arts organizations, and talent representatives. Applications are not yet available.

Updates will be posted on the Office of Economic and Workforce Development's (OEWD) resource page [here](#) as details are finalized.

CA SMALL BUSINESS COVID-19 RELIEF GRANT PROGRAM – NOW OPEN

The California Small Business COVID-19 Relief Grant Program provides micro grants ranging from \$5,000 to \$25,000 to eligible small businesses and nonprofits impacted by COVID-19 and the related health and safety restrictions.

Applications for Round 1 opened TODAY, December 30th, 2020 and will close on **Friday, January 8th, 2021 at 11:59 PM**. Round 2 will be announced in the near future.

Important points to note:

- Users may experience intermittent site delays caused by the volume of users. Per Lendistry, if you experience a site delay or issue, please consider waiting a day or two and try again. *For tech issues unrelated to site delays, or to reset passwords, contact Lendistry at 1-888-612-4370 or email carereliefgrant@lendistry.com*
- Grants **will not** be issued on a first-come, first-serve basis. All applications will be considered if submitted before the deadline. Please take your time during the application period to ensure that your application is accurate and includes all required documents.

- Eligible business applicants will be scored based on COVID-19 impact factors incorporated into the Program's priority criteria; grants will be distributed based on scoring.
- One complete application will qualify you for both rounds so please only apply once; qualified applications that are not awarded a grant in the first round will be rolled over into the next funding round for consideration.
- Approval notifications will begin on January 13, 2021.

For full details, FAQs and to apply, visit CAReliefGrant.com. For assistance to apply, you can contact one of the [partner organizations](#) serving San Francisco.

Daily Informational Webinars: The Small Business Development Center will host **webinars daily at 11:00 AM** to go over program details, tips for applying, FAQs, and updates. If you're interested in applying for this grant, please plan to attend at least one of these sessions. Click [here](#) for the webinar link and schedule for different languages.

HEALTH ORDERS AND DIRECTIVES UPDATES

- **Face Covering Order (C19-12d)**

Updates in [C19-12d](#) include new language encouraging the use of properly fitted N95 respirators by high risk groups and a new requirement that children age 2 to 9 must wear a Face Covering or an alternative, aligning with current [CDPH guidance that exempts only children younger than 2 from face covering requirements](#).

- **Quarantine and Isolation Directives (2020-02d and 2020-03d)**

Last week, the Acting Health Officer officially updated both [Quarantine \(2020-02d\)](#) and [Isolation \(2020-03d\)](#) Directives. Some key highlights include but not limited to:

- Any person who knows that they have been in Close Contact with another person who has been diagnosed with COVID-19 must separate from others for at least ten (10) days from their last Close Contact with the Person With COVID-19 to avoid inadvertently exposing the public to the virus. Such people are encouraged to quarantine for fourteen (14) days when possible in an abundance of caution. Any person who lives in a congregate living setting (such as a skilled nursing facility, Residential Care Facility for the Elderly or Adult Residential Facility, correctional facility, shelter, or dormitory) must quarantine for fourteen (14) days since their last Close Contact with the Person With COVID-19 due to higher transmission risk and worse COVID-19 outcomes. Any person who works in a congregate living setting must quarantine for ten (10) days and must wait an additional four (4) days before returning to work except as allowed in the Directive.
- The person in self-quarantine is required to quarantine for the full 10-day period even if they test negative and even if they do not have symptoms or have only mild symptoms because that person is at high risk for developing the disease and spreading COVID-19. The person is encouraged, but not required, to get tested for COVID-19 on or after day six (6) of quarantine, meaning six days after the last contact with the Person with COVID-19. A longer quarantine is required as listed above in relation to congregate living.
- Exceptions, exemptions and definitions for this directive are listed on page 3, bullet 7.
- Flow chart guide for quarantine and isolation available [here](#).
- Updated [Guidance](#) and [FAQs](#) for isolation and quarantine.

FAQs FOR SF HEALTH ORDERS

The Department of Public Health and City Attorney Office provide detailed guidance about the San Francisco health orders and answers to the frequently asked questions (FAQ). The most up-to-date FAQs are always posted on the [City Attorney's website](#). The [latest FAQs](#) (12/21/20) added a question below for outdoor fitness businesses.

Q: I operate an outdoor fitness business. Can I host multiple outdoor fitness classes or separate my outdoor space into separate gym areas that operate at the same time?

Yes, but only if your business can operate them as physically distinct outdoor classes or gym areas in compliance with the safety protocols that apply to all outdoor fitness classes or gyms (as applicable) and with all of the following additional conditions:

- Each outdoor class or gym area must be separated by a physical barrier that keeps them at least six feet apart or, if a physical barrier is not feasible, the classes or gyms must be kept at least 12 feet apart
- Each outdoor class or gym area remains limited to 12 people total, including any instructors;

- Participants and instructors must not move between or participate in classes that occur all or at part at the same time (i.e., before, during or after the classes, while on the business' premises).
- Participants and instructors also must not move between or participate in separate gym areas while those areas are in use by separate groups of up to 12 people; and
- Your business must provide participants and instructors with a clear path to a restroom and exit without requiring they travel through the space occupied by another class or gym space.

SHARED SPACES GUIDELINES & FAQs *UPDATED*

San Francisco's Shared Spaces program was created for local businesses to provide services outdoors safely during the COVID-19 pandemic. There are [updated guidelines](#) for creating or adapting a Shared Space for use during the darker, colder, and wetter winter months. It also incorporates airflow and visibility considerations. Also, review the program's updated [FAQs](#) on how the current Stay at Home Order affects and applies to Shared Spaces.

SEXUAL HARASSMENT TRAINING FOR CA EMPLOYERS *JAN 1, 2021 DEADLINE*

Previously shared in our newsletters, sexual harassment and abusive conduct prevention training is required for CA-based employees of CA employers with 5 or more employees. Training must be offered once every two years – 1 hour for nonsupervisory employees and 2 hours for supervisors and managers. Click [here](#) for free online training courses that satisfy this requirement, resources, and materials in multiple languages. Review [FAQs](#).

SAN FRANCISCO RESOURCES FOR SMALL BUSINESSES

Click [here](#) for information on resources for businesses and employees impacted by COVID-19, and check back often for updates.

Loans/Grants

- **SF Latino Small Business Fund - Open, Deadline 1/14/21**
Zero interest loans of up to \$50k, administered by Mission Economic Development Agency (MEDA). Interested businesses should complete the [Loan Inquiry Form](#) before 1/14/21 to be considered in the lottery to identify which businesses will be invited to apply. For details, visit medasf.org/fondolatinosf. For questions, contact FondoLatinoSF@medasf.org or call 415-612-2014.
- **SF Shines for Reopening - Open**
Businesses can get help paying for storefront COVID-19 safety measures, like outdoor barriers and furniture. The program can reimburse up to \$2k for past, in progress, or future work, and up to \$5k in certain neighborhoods. Learn more [here](#).
- **Shared Spaces Equity Grant - Open**
Reimbursement to businesses for costs associated with building and operating Shared Spaces locations. Priority is given to locally-owned, minority-owned businesses that advance the City's equity goals, including women-owned, immigrant-owned, legacy businesses, and businesses in established cultural districts or that serve a largely minority clientele. Learn more [here](#).
- **District 5 Business Window Reimbursement - Open**
Up to \$1,000 in reimbursement for businesses located in D5 to cover the cost of replacing a smashed storefront window for incidents that happened on or after 3/17/20. Learn more [here](#).

Add'l Resources

- **Free PPE for Businesses & Non-Profits**
The Southeast Asian Community Center has a limited quantity of face masks, face shields, and hand sanitizer available. Please call **415-885-2743** to make an appointment for **pick-up** only.
You can also request face shields and hand sanitizer through the City of San Francisco's COVID-19 Command Center by filling out this [Google Form](#). Please note that delivery is only offered for large orders, typically a pallet or more. Contact covidppe@sfgov.org for questions.
- **SF Green Program - \$500 Rebate Available**
The California Green Business Network and California Environmental Protection Agency's [\\$500 Rebate Program](#) is here to assist your business! The rebate is for upgrades that are required to become a recognized Green Business. Examples of eligible items include LED lights, compostable or reusable to-go

ware, safer cleaning and disinfection products, Energy Star appliances, and many others. The expense must be incurred between May 1, 2020, and June 30th, 2021 for businesses who have recently received their certification, or those that are in process of certifying or recertifying. Funds are available on a first-come-first-serve basis.

- **Utility Bill Relief Program Extension**

The San Francisco Public Utilities Commission has extended their bill relief program for another 6 months, through June 30, 2021, to help small businesses and nonprofits experiencing continued financial hardship due to the pandemic. The Commercial Customer Assistance Program for COVID-19 Relief provides qualified small businesses and nonprofit customers up to 20% savings on their water and wastewater bill. [Apply here](#).

CALIFORNIA RESOURCES FOR SMALL BUSINESSES

California has increased support for California small businesses through grants, hiring tax credits, automatic sales tax extensions, and access to capital.

- **"Main Street" Small Business Hiring Tax Credit**

Qualified small businesses adversely impacted by Covid-19 can reserve tax credits for hiring full-time employees. There are a limited number of credits available – apply ASAP. For more information or to reserve your credit, click [here](#).

To qualify for the credit, taxpayers (employers) must:

- Have 100 or fewer employees on December 31, 2019 (all employees, including part-time employees).
- Have experienced a 50% decrease in gross receipts from April to June 2020, compared to the gross receipts in April to June 2019.
- Apply for a tentative credit reservation from CDTFA between December 1, 2020 through January 15, 2021.

- **Sales Tax Relief**

There is also an automatic three-month tax extension for taxpayers filing less than \$1 million in sales tax, an extension of existing interest and penalty-free payment agreements to companies with up to \$5 million in taxable sales, and expanded interest-free payment options for larger businesses particularly affected by significant restrictions on operations based on Covid-19 transmissions. For more information, click [here](#).

- **Access to Capital & Technical Assistance**

The California Rebuilding Fund is now taking loan applications to support California's small businesses—especially those located in economically disadvantaged and historically under-banked areas. Businesses with 50 employees or less and revenues less than \$2.5 million or below in 2019 are eligible to apply. For more information or to apply, click [here](#).

- **Additional Support for Business Owners**

During this unprecedented economic time, California has taken multiple actions to support small businesses. This includes:

- Expanding eligibility for the California Earned Income Tax Credit to self-employed and small business owners.
- Waived \$800 minimum franchise tax for small and medium-sized businesses during their first year of business creation.
- Exempting Paycheck Protection Program (PPP) loans provided to California small businesses under the CARES Act.

For a complete list of programs to support California businesses, [click here](#).

WEBINARS:

Family Wealth Workshop: Understanding the Benefits & Impacts of CA Prop 19 – Tuesday, January 5, 2021 at 12:00PM

This past November, California voters passed Prop 19, which makes changes to property tax benefits for families, seniors, severely disabled persons, and victims of natural disaster in our state. In response, the Assessor's Office is organizing a series of Digital Family Wealth Forums, online events designed to provide families with the necessary tools to understand this new law and continue their financial planning. For more information and to register, visit <https://sfassessor.org/familywealthforum>.