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**PIECES OF THE PUZZLE**

**August 2020**

**Paycheck Protection Program (“PPP”) Loan Forgiveness Application**

Do you need assistance with the PPP loan forgiveness application? As you may be aware, the SBA continues to issue guidance regarding the PPP program. We continue to monitor and update our knowledge as the SBA publishes new guidance. The services we anticipate providing are based upon our current understanding of the terms and conditions applicable to the PPP, as set forth in the Coronavirus Aid, Relief, and Economic Security (“CARES”) and HEALS Acts. The Program, including its related Forgiveness Provisions, is subject to further interpretation and clarification as regulations and guidance are issued by various regulatory agencies, including the U.S. Small Business Administration (“SBA”).

**Two Ways Howard & Company Can Assist with Payroll Protection Forgiveness**

1. **Paycheck Protection Program (PPP) Loan Forgiveness Claim Consulting**  
     
   General consulting and guidance to help you complete your PPP loan forgiveness package.

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| Minimum Fee | $600.00 | $300/HR after 2 hours |

1. **Paycheck Protection Program (PPP) Loan Forgiveness Claim Documentation Assistance**  
     
   *Support to the Client to Include:*

* Obtain from you the exact date of PPP loan funding and confirmation of the amount of loan proceeds received by you.

After the conclusion of the eight (8) week period or alternative twenty four (24) week period subsequent to PPP loan funding, work with you or your designee to assemble the necessary supporting documentation and related calculations necessary to be submitted to regulators in order to substantiate PPP loan forgiveness, in full or in part.

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| **PPP Loan Size** | **Expected Total Fee** |  |  |
| **Less than $250,000** | **$1,500** |  |  |
| **$250,000 - $500,000** | **$2,000** |  |  |
| **More than $500,000** | **$3,000** |  |  |







