

Understanding and Applying for the Restaurant Revitalization Fund
Webinar presented Friday, April 30

This is an unedited transcript of the Q&A discussion board during the webinar. Please note that

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QUESTION:

What if the business is sold before the end of the period?

You may sell your business after you receive RRF funds; however, before the sale takes place:

The seller must demonstrate to SBA that all RRF funds have been used for eligible purposes prior to the sale; or

The seller may remit to the Treasury any RRF funds that have not been used for eligible purposes.

<https://ussbaforgiveness.zendesk.com/hc/en-us/articles/360059662271-How-do-I-apply-if-I-acquired-an-eligible-business-Can-I-sell-my-business-after-I-receive-RRF-funding->

QUESTION:

Who is required to sign as the authorized representative? Can it be an employee or does it need to be an owner?

An owner authorized by the business: <https://ussbaforgiveness.zendesk.com/hc/en-us/articles/360059225552-Who-can-sign-the-RRF-application-via-Docusign->

QUESTION:

How can this grant be awarded on a first come first serve basis and yet have some businesses that have a priority status?

Applications will be traised as they are received into the priority catogory. All applications will receive a date and time stamp for additional consideration. All application will be consider after the priority period has ended.

QUESTION:

What would (POS system) Clover do for us, then?

Clover is providing documentation support.

QUESTION:

Still confused about the 2nd PPP loan. If we apply for RRF then we can't apply for the 2nd PPP?

correct, if your 2nd draw PPP loan hasn't been approved before applying for RRF you need to withdraw the PPP application. This is because the PPP loan amount needs to be deducted from your RRF grant amount.

QUESTION:

I am in the LGBTQ group, so would apply for social disadvantage but how do I prove economic disadvantage? It sounds like that has yet to be defined?

correct, not sure how to evidence that. The certification is self-certified in the application. You may be able to upload a statement that says you meet the criteria for economically disadvantaged based on the code of federal regulations:

<https://ussbaforgiveness.zendesk.com/hc/en-us/articles/360059662731-What-does-socially-and-economically-disadvantaged-mean->

QUESTION:

Following up on 2nd draw PPP loan impact for clarification... If my biz applied and received both 1st draw and 2nd draw PPP, am I still eligible?

(I presume yes, but would just need to subtract the loan amounts in RRF calculation)

Correct. You will subtract out the 1st and 2nd draw on the application.

QUESTION:

i did ask the ppp loan structure question to the hot line and they could not answer.

Could you give me more information please?

QUESTION:

Is there a place where I can view the SBA video you are referencing

https://www.youtube.com/watch?utm_medium=email&utm_source=govdelivery&v=fxi3EcB_BZ4&feature=youtu.be

QUESTION:

if you used wages from 2020 for the ERC can you apply the grant to the other 50%?

I believe so, but I don't have specific guidance saying yes or no. I'd follow up with the call center or keep an eye on the knowledge bank that is being updated based on questions that came into the call center:

Call center: 1-844-279-8898

RRF Knowledge base support documentation website:

<https://ussbaforgiveness.zendesk.com/hc/en-us/categories/360005965311-Restaurant-Revitalization-Fund-Knowledge-Base>

QUESTION:

Just to confirm that, if an owner is both a veteran and a female, that is additive? ie if the same individual owns 14% that counts twice for 28% for that individual? What about an owner that is now a trust, but the deceased individual was a veteran and the beneficiary is a veteran

If a 14% owner is a member of more than one priority group, they will only count once, hopefully this helps: <https://ussbaforgiveness.zendesk.com/hc/en-us/articles/360060077591-How-do-I-count-ownership-to-achieve-the-51-threshold-for-eligibility-as-a-priority-group->

QUESTION:

is a 1099k form required to accompany our POS report?

If you have a 1099k include it with POS, if you didn't get one you don't have to worry about it.

QUESTION:

I am temporarily closed in 2021 and do not have gross receipts for 2021. Do I qualify since I am not permanently closed?

If you have been established prior to 2019 you don't need to submit gross receipts for 2021. Being temporarily closed is not a problem. you are still eligible as long as you meet the other program requirements

QUESTION:

My 2020 taxes are also not filed yet but should be this next week. I can provide a point of sale report from MobileBytes, is that as good as taxes or should I wait a few days for the taxes to be complete? I have a woman-owned business. Thanks!

If you have them prepared, but not filed you can submit the prepared copy. I hope this helps.

QUESTION:

Do we submit Income statements for the 2/15/20 - 3/11/20 period as well as for the 2019 and 2020 fiscal years?

if you have your tax returns, you don't need income statements.

QUESTION:

Okay, so I will upload 25 TTB reports for 2019 when I apply?

If you want to use those yes, or you can use any of the other reports listed before.

QUESTION:

we are a catering company so our POS is comprised of payments for events not cash sales. when i submit that for 2020 should it be (and can it be) accompanied with a cover letter explaining the report?

If your pos do not include cash sales, then add cash sales to get an accurate number for your gross receipts. This should be the same process you use when preparing for your yearend tax returns. Remember profit and loss statement account for all sales not just cash receipts.

QUESTION:

Is this grant a loan that can be forgiven? In other words is it like the PPP loan that is forgivable?

It is a grant. There is no forgiveness, and does not need to be re-paid.

QUESTION:

Should we get Form 4506-T in advance or when applying on the portal?

it will be imbedded in the application

QUESTION:

When I registered this morning with my user name and password on the SBA site, I recieved a confirmation email but was told I had "invalid log in info" when I tried to log back in. A few other business owners I know said the same thing happened to them. Do you know if the application site will be open before Monday? A prior webinar started that application info could be uploaded before the start of the program on Monday. Any info about this??

QUESTION:

We applied for PPP under the parent company that owns the restaurant and another company. Can we apply for this for just the restaurant under its own EIN and disregard the PPP.

You should apply the same way you did for PPP. You can't disregard your PPP as it needs to be deducted from your RRF fund.

QUESTION:

If I were closed all 2021 do I need to provide POS reports? I'll be submitting both 2019 and 2020 tax returns. Since I had no sales in 2021 my POS system will not provide me a report.

no POS reports if you have your tax returns.

QUESTION:

i applied for but no word back on WA state commerce grant thru hospitality should i withdraw that

No that doesn't impact the RRF calculation. You can get that grant after getting RRF grant without a problem.

QUESTION:

Are there going to be specific Document Naming Conventions for the documents we upload

No there are no restrictions, use naming that is clear as to what you are uploading

QUESTION:

Do you have to be a certified minority business?

No you do not need to be certified. you will self certify in the application

QUESTION:

If 2020 tax return filed, do we still need to provide POS report as documentation?

No, your 2020 filed tax return is enough.

QUESTION:

how do i link bank account

On the application you will have an option of selecting your bank, then logging into your account using your username and password. The other bank account option is to provide your routing and account numbers and then to upload three months of most recent bank statements.

QUESTION:

Affiliation Question: Our company is owned 100% by one person. This person owns over 50% of another restaurant company. Our company has no ownership percentage or operating control at all in this other company. This other company has their own set of EINS and they applied for PPP loans under their EINS. When applying for RRF, does our company have to request the grant amount less the amount of what this other company will request in their RRF application.

See if this answers your question: <https://ussbaforgiveness.zendesk.com/hc/en-us/articles/360059449612-How-do-I-count-my-locations-and-Who-are-my-affiliates->

QUESTION:

For the 4506-T will the time period be defined in the online form referenced or is there a specific time-period they want you to fill in (ie 2019 and 2020). Is it necessary if you are providing the tax returns for both years?

The application required that the Form 4506-T be completed. The form should define the specific years. This allows the SBA to verify the tax returns provided as documentation agrees to the tax returns filed with the IRS.

QUESTION:

In addition to an internally prepared P&L and Income Statement, are Department of Revenue sales reports helpful if I don't have my 2020 Federal Tax return?

the Department of Revenue sales reports are not noted as an accepted documentation in the application for. I don't believe they are necessary.

QUESTION:

Will the pre-filled 4506-T be supplied? It was for the SVOG

The form is embedded in the application. You should note that if you applied for the SVOG you are ineligible for RRF

QUESTION:

In regards to outdoor seating: If you have a space i.e. roof or parking lot for outdoor seating but currently do not use it as outdoor seating can you spend funds on building a patio for outdoor seating? Technically this is not an expansion since the space is already there.

The fund can be used for the construction of outdoor seating. This should fall under this.

QUESTION:

Thanks Desiree. You answered my question that it is a grant that doesn't need to be repaid but it is NOT forgiven. In my mind, something that does not need to be repaid would mean it's forgiven. What is the difference between not being forgiven but not having to be repaid?

The money is given with the expectation that it is going to be used according to program rules and there is no expectation to be repaid, therefore there is nothing to forgive.

QUESTION:

Can we preview the actual online application in case there have been any changes to the sample application that is posted to the SBA site

the sample application is available online at the link below. On that page the previous versions are listed below the download button.

Sample application: <https://www.sba.gov/document/sba-form-3172-restaurant-revitalization-funding-application-sample>

QUESTION:

On linking the bank account- the access is for more than one account (we have separate accounts for payroll, etc.) and also requires third party (Symantec VIP) authentication. This third party security overlay gives me a rolling access code every thirty seconds over a separate device (my phone) that is required to access my bank account.

If I supply a document from my bank specifying wiring information to my account will that suffice?

The two options will be 1)link the account or 2) give routing and account number supported by three months of statements. You do not need extra documentation.

QUESTION:

As an owner I have not paid myself for months since 02/2020. Are there any restrictions to increasing of salaries of an employee &/or officer of the business like the PPP?

There is no guidance at this time that covers this. I'd say to call the 844 number.

QUESTION:

What if your username and password accesses several bank accounts?

There was little information provided by the SBA when the online linkage was demonstrated. I assume they will account for this.

QUESTION:

Rent payments made to a separate entity that owns the property of the restaurant is owned by some shareholders in the operation are they applicable?

they should be as long as you have a business lease in place.

QUESTION:

4 owners of my business.... 2 are veterans, 2 are women. 50% of each category. How does that pencil out for priority? ... if at all.

Wesley - see if this answers your question

<https://ussbaforgiveness.zendesk.com/hc/en-us/articles/360060077591-How-do-I-count-ownership-to-achieve-the-51-threshold-for-eligibility-as-a-priority-group->

QUESTION:

If the business received the second PPP loan would we qualify to apply for this one?

Yes as long as you meet the program eligibility.

QUESTION:

Can RRF money be used under "Business maintenance expenses" to upgrade building equipment? E.g. lighting or HVAC equipment?

Yes, I believe that is eligible

QUESTION:

If the RRF money is used to pay payroll and rent expense can the revenue money from operations be used for any other purposes like debt reduction?

Yes, SBA can't tell you what you do with your business revenues that are acquired outside of the RRF grant

QUESTION:

I should add we are a woman-owned business and wish to apply in the initial 21 day period

Yes!

QUESTION:

Right, but if I am using the TTB reports I need to upload 25 reports which cover the entire year of 2019?

yes.

QUESTION:

Do we need to remove expense used for PPP forgiveness or ERTC from RRF Usage?

You are not allowed to double dip with federal funds. Having good records to support how you spent the funding is very important with all the federal funding.

QUESTION:

i dont see my sba loan number on my PPP loan thru us bank. How can I get that. Ive asked us bank before.

you can call our local office to get the number: 206-553-7310

QUESTION:

I don't have my PPP loan numbers. The ones online are associated with my bank and not the 10 digit code. How do I get that information?

you can call our office to get it: 206-553-7310

QUESTION:

Can you do anything more this weekend than register your user name and set up a password? In other words, can you enter any of the application information in advance?

You can create an account, but I don't believe you will be able to do any other application type steps in the application platform until Monday. Over the weekend you could review the sample application (to prepare) and gather your supporting documents in PDFs to prepare to upload

QUESTION:

We registered for an account for the SVOG and attempted to apply the first day it opened but the system crashed. It appears there is no application saved. Do we need to do anything to ensure we are withdrawn from the SVOG prior to applying to the FFR on Monday?

you can reach out to Disaster customer service to verify: 1-800-659-2955

QUESTION:

The application portal will open at 9am PST correct? Will we get access to it sooner to complete the online application or will it all open up at 9am PST? Thx

you can register an account now, but you can't apply until 9 a.m. PST Monday.

QUESTION:

We have financial statements that were compiled by a CPA firm that include 2019 and 2020 in comparative columns. Would you recommend submitting those or the tax returns for revenue documentation?

You need to submit the full tax return.

QUESTION:

Documents evidencing that onsite sales to the public comprise at least 33% of gross receipts may include Tax and Trade Bureau: I file reports with TTB 25 times per year, do I have to attach all 50 of these reports to the application for the years 2019 and 2020?

you only need to provide documentation for 2019. You can do TTB forms or internal sales reports/inventory reports/accounting reports.

QUESTION:

Will we be able to upload other supporting documents such as a cover letter to help explain and identify all of our documents.

You should be able to, if not just make it the first page of another document.

QUESTION:

Just to be clear, the sample application requires a signature on page 11. Will we print out the application, complete it, sign it and then upload to the portal or will an E signature be used? Thank you for all of this great information!

you will not be uploading the sample application. You will fill the entire application online and sign it digitally online

QUESTION:

What if you don't have the 2nd PPP yet and but have applied? Unknown if it will be funded

You will want to withdraw that application. You can't get the Second PPP after applying for RRF.

QUESTION:

As a follow up, to affiliation question, does this other company have to request their grant less our grant request.

QUESTION:

do you recomend that we put our EIN on every page of our supporting documentsl

QUESTION:

Are QR codes being used for registration on this grant? There were multiple issues with QR codes not being received or not working, or working once and then not again, for SVOG applicants. Are there workarounds or recommendations for fixing QR issues?

QUESTION:

we havent filed taxes as yet. so we will include our pos sales report for 2020. Should we also include pos report along with our taxes for 2019?