

March 28, 2020

Good morning Eastern Chamber Friends –

Please find attached and [at this link](#) the U.S. Chamber’s [Coronavirus Emergency Loans Small Business Guide and Checklist](#). This is the first of a number of resources we are developing to help you connect your members with the resources recently approved by Congress to respond to the ongoing pandemic.

As many of you are aware, the Coronavirus Aid, Relief, and Economic Security (CARES) Act allocated \$350 billion to help small businesses keep workers employed amid the pandemic and economic downturn. Known as the “Paycheck Protection Program,” the initiative provides 100% federally guaranteed loans to small businesses who maintain their payroll during this emergency. Importantly, these loans may be forgiven if borrowers maintain their payrolls during the crisis or restore their payrolls afterward.

**Please share [the guide](#) digitally with every small business owner and small business employee in your membership (See *Sample Text* below). Additionally, if you have access to a printer, take print-outs with you when you pick up food from local restaurants or visit other businesses, and let them know about the availability of assistance through this program.**

We are working on other materials to help you provide assistance to your members, which we will distribute as they become available. Additionally, please let us know if you would like us to join any of your calls with your boards, committees, or general membership to discuss the U.S. Chamber’s efforts to respond to the ongoing pandemic.

Thanks and I hope that you and your families are all safe and well.

Steve & Nick

***Sample Text***

Congress has approved \$350 billion in emergency loans for small businesses to help them keep workers employed. In fact, if small businesses maintain or later restore their payrolls, they may not have to repay some — or possibly any — of the loan. Here’s [a guide and checklist from the U.S. Chamber of Commerce](#) to help your small business through the process.

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