

Resources for Businesses Affected by COVID-19

WORKPLACE HEALTH AND SAFETY

- Refer to the [Cal/OSHA Guidance on Coronavirus](https://www.dir.ca.gov/dosh/coronavirus/Health-Care-General-Industry.html), located at <https://www.dir.ca.gov/dosh/coronavirus/Health-Care-General-Industry.html>
- Visit the Centers for Disease Control and Prevention website located at <https://www.cdc.gov/> for help with planning and responding to COVID-19; <https://www.cdc.gov/coronavirus/2019-ncov/about/index.html>
- Contra Costa County Public Health Guidelines are available at <https://cchealth.org/coronavirus/>

REDUCED WORK HOURS

To prevent layoffs and retain employees, check out the **Workshare Program**. Employers experiencing a slowdown in their businesses as a result of the COVID-19 impact on the economy may apply for the UI Work Sharing Program, which allows employers to seek an alternative to layoffs, i.e., retaining trained employees by reducing hours. Wages may be partially offset with UI benefits. Workers of employers who are approved to participate in the Work Sharing Program receive the percentage of their weekly UI benefit amount based on the percentage of hours and wages reduced, not to exceed 60 percent.

- Visit https://www.edd.ca.gov/Unemployment/Work_Sharing_Program.htm, to learn more about its benefits for employers and employees, and how to apply.

POTENTIAL CLOSURE OR LAYOFFS

Employers planning a closure or layoffs due to COVID-19 impact may get help through their local workforce development board's **Rapid Response** program. Rapid Response teams will meet with you to discuss your needs, help avert potential layoffs, and provide immediate on-site services to assist workers facing job losses.

- Refer to the *Rapid Response Services for Businesses Fact Sheet* at https://www.edd.ca.gov/pdf_pub_ctr/de8714rrb.pdf. The Contra Costa Workforce Development Board Rapid Response Team may be reached at <https://www.wdbccc.com/layoff-and-outplacement/>.

BUSINESS HARDSHIP & EMERGENCY REQUEST TAX ASSISTANCE

Employers experiencing a hardship as a result of COVID-19 may request up to a 60-day extension to file their state payroll reports and/or deposit state payroll taxes without penalty or interest. A written request for extension must be received within 60 days from the original delinquent date of the payment or return.

- For questions, employers may call the EDD Taxpayer Assistance Center:
 - Toll-free from the U.S. or Canada: 1-888-745-3886
 - Hearing impaired (TTY): 1-800-547-9565
 - Outside the U.S. or Canada: 1-916-464-3502

ADDITIONAL RESOURCES

- Labor Commissioner's Office <https://www.dir.ca.gov/dlse/2019-Novel-Coronavirus.htm>
- <https://ogletree.com/insights/2020-03-09/covid-19-faqs-on-federal-labor-and-employment-laws/>
- Dept of Fair Employment & Housing website <https://www.dfeh.ca.gov/employment/>

SBA To Provide Small Businesses Impacted by Coronavirus (COVID-19) Up to \$2 Million in Disaster Assistance Loans

The U.S. Small Business Administration is offering designated states and territories low-interest federal disaster loans for working capital to small businesses suffering substantial economic injury as a result of the Coronavirus (COVID-19). Upon a request received from a state's or territory's Governor, SBA will issue under its own authority, as provided by the Coronavirus Preparedness and Response Supplemental Appropriations Act that was recently signed by the President, an Economic Injury Disaster Loan declaration.

For additional information, please contact the SBA disaster assistance customer service center. Call 1-800-659-2955 (TTY: 1-800-877-8339) or e-mail disastercustomerservice@sba.gov.

More Guidance and Resources for Businesses @SBA.gov https://www.sba.gov/page/guidance-businesses-employers-plan-respond-coronavirus-disease-2019-covid-19?utm_medium=email&utm_source=govdelivery