



BUSINESS RESOURCES

COVID-19 | RESOURCE TOOL-KIT

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STAY INFORMED
PLAN AND PREPARE
BENEFITS

BeaumontCA.gov



STAY INFORMED

COMPREHENSIVE MEDICAL HEALTH INFORMATION

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH

[CDPH.ca.gov](https://www.cdph.ca.gov)

RIVERIDE COUNTY DEPARTMENT OF PUBLIC HEALTH

[RivCoPH.org](https://www.rivcoph.org)

U.S. CENTERS FOR DISEASE CONTROL

[CDC.gov](https://www.cdc.gov)

WORLD HEALTH ORGANIZATION

[WHO.int](https://www.who.int)

EMOTIONAL WELLNESS INFORMATION

**COPING WITH STRESS DURING AND OUTBREAK
OF INFECTIOUS DISEASE**

[RivCoPH.org](https://www.rivcoph.org)

ADDRESSING LONELINESS DURING SOCIAL DISTANCING

[AHIP.org](https://www.ahip.org)

COMBAT STIGMA AND DISCRIMINATION

[CDC.gov](https://www.cdc.gov)

**CONSUMER COST-SHARING WAIVED FOR
TESTING OF COVID-19**

[Insurance.ca.gov](https://www.insurance.ca.gov)

STAY INFORMED

REAL-TIME POLICY CHANGES

CITY

**City of Beaumont
Coronavirus Response**
BeaumontCa.gov/Coronavirus

COUNTY

**County Board of
Supervisors**
[www.BoardofSupervisors.co.
riverside.ca.us](https://www.BoardofSupervisors.co.riverside.ca.us)

**Riverside County
Department of Public Health**
RivCoPH.org

STATE

Office of the Governor
Gov.ca.gov

**California Department of
Public Health**
CDPH.ca.gov

FEDERAL

Office of the President
WhiteHouse.gov

Health and Human Services
HHS.gov

**Federal Emergency
Managment Agency (FEMA)**
FEMA.gov

STAY INFORMED

COMPREHENSIVE EMPLOYER & EMPLOYEE INFORMATION

U.S. DEPARTMENT OF LABOR

[DOL.gov](https://www.dol.gov)

CDC EMERGENCY PLANNING

[CDC.org](https://www.cdc.org)

U.S. SMALL BUSINESS ADMINISTRATION

[SBA.gov](https://www.sba.gov)

CALIFORNIA DEPARTMENT OF LABOR

[Labor.ca.gov](https://labor.ca.gov)

CALIFORNIA DEPARTMENT OF INSURANCE

[Insurance.ca.gov](https://insurance.ca.gov)

GOVERNOR'S OFFICE OF BUSINESS & ECONOMIC DEVELOPMENT

[Business.ca.gov/coronavirus](https://business.ca.gov/coronavirus)

CALIFORNIA LABOR COMMISSIONER'S OFFICE

[DIR.ca.gov](https://dir.ca.gov)

PLAN & PREPARE

EMERGENCY RESPONSE CHECKLIST

HEALTH & WELLNESS

- Practice and post hygiene measures
- Access health information as necessary
- Consider emotional wellness
- Contain sickness if it occurs

BUSINESS RESILIENCE

- Get organized
- Engage:
 - Employees
 - Customers
 - Landlord
 - Lender(s)
 - Suppliers/Contractors
- Access employee benefits

BUSINESS ASSISTANCE

- Consider Government Assistance including:
 - Business consulting and loan packaging
 - Loans and loan guarantees
 - Layoff aversion
 - Post-layoff transition
 - City Services

STAY INFORMED

- Federal
- State
- County
- City

PLAN & PREPARE

PRIORITIZE AND ORGANIZE

- Clarify essential job functions, eliminate redundancies, and cross-train personnel to perform essential functions if key staff members are absent.
- Revisit your business plan. Consider alternative business models, re-balance your sales and expense projections, adjust operations, while identifying various recovery and contingency options. Create a business continuity plan if you don't already have one and an infectious disease outbreak plan.
- Gather corporate documents, both in hard copy and electronic formats. These might include corporate formation documents, lease and legal agreements, licenses and permits, insurance policies, financial statements, and tax records, among others.
- Review insurance policies, particularly business interruption insurance, and file claims as appropriate.

MAKE NECESSARY ADJUSTMENTS

- Closely track inventory to avoid any interruption in your supply chain.
- Consider using teleconferencing, videoconferencing, live streaming, and e-commerce solutions. Implement pick up, delivery and curbside services where possible.
- Cancel and postpone events and meetings, as necessary, and adjust travel and transportation plans as needed. Offer information about safety practices of public transportation with those who may be concerned.

MAINTAIN COMMUNICATION WITH KEY STAKEHOLDERS

- Be the first to open the lines of communication and continue to convey your plans and request assistance, as appropriate.
- Ensure that employees are well informed about health and job considerations.
- Let customers know about any changes in services or schedules and let them know how they can continue to patronize your business.
- Review expectations with suppliers and contractors and diversify your base of vendors, as needed.
- Dialogue with your landlord, lender(s), and investors to discuss mutually-beneficial options.
- Reach out to professional advisers such as your attorney, accountant, bookkeeper, and insurance professionals for advice and assistance.

BENEFITS FOR BUSINESSES

See next page

PROGRAM	ELIGIBLE RECIPIENTS	WHAT	BENEFITS	MORE INFO
CARES ACT Small Business Owners Guide	U.S. Senate summary of the major programs and initiatives that will soon be available from the Small Business Administration (SBA)			CARES ACT Guide
Paycheck Protection Program	Small business with less than 500 employees, private non-profit organization or 501(c)(19) veterans' organizations	The Paycheck Protection Program is a loan designed to provide a direct incentive for small businesses to keep their workers on the payroll.	\$350 billion for loans nationwide	www.SBA.gov
Economic Injury Disaster Loan Emergency Advance	Small business with less than 500 employees, private non-profit organization or 501(c)(19) veterans' organizations	Up to \$10,000 advance to provide economic relief to businesses that are currently experiencing a temporary loss of revenue.	\$562 million nationwide	www.sba.gov
Disaster Loan Assistance Program	Businesses, Private Non-profits, Homeowners and Renters.	Low-interest disaster loans to help businesses and homeowners recover from declared disasters.	Loans up to \$2 million over a 30 term at 3.75% interest.	www.SBA.gov or call 1-800-659-2955 .
C-19 Microloan and Working Capital Loan	Varies	Loan to help cover shortfalls in payroll, rent, utilities, and insurance payments due to Covid-19.	Loans up to \$50,000 or \$150,000	cdcloans.com
Keep Small Strong	This non-profit organization helps small business shift from storefront sales to establish their business online, increasing business awareness, and setting up delivery logistics.			keepsmallstrong.org
SBDC Disaster Loan Basics	Presentation by Inland Empire SBDC			Toolkit
SBDC Business Strategies	Strategies businesses can implement during these times.			Toolkit
U.S. Chamber of Commerce Coronavirus Toolkit	Guidelines on keeping customers and employees safe, business preparedness checklist and creating a plan of communication for employees.			Toolkit

PROGRAM	ELIGIBLE RECIPIENTS	WHAT	BENEFITS	MORE INFO
Verizon	Verizon customers	Verizon will help customers and small businesses disrupted by impact of coronavirus.	Varies	Verizon.com
T-Mobile	Current T-Mobile customers	Unlimited smartphone data while on the T-Mobile network for the next 60 days.	Varies	T-mobile.com
AT&T	Current AT&T customers	From waiving late fees for any residential or small business customer keeping public Wi-Fi hotspots open for any American who needs them.	Varies	About.ATT.com
Economic Adjustment Assistance (EAA) Program	Businesses of all sizes	Economic adjustment assistance to help revitalize local communities after the pandemic.	\$1.5 billion nationwide	
California Restaurant Association (CALREST) COVID-19 Resources	Informational website with resources for restaurants and restaurant workers in California affected by COVID-19.			Calrest.org
Alcohol Beverage Control Regulatory Relief	ABC will be suspending the enforcement on certain legal prohibitions.			ABC.ca.gov
Forbes Small Business Relief Tracker	Forbes released an article which lists various public and private sources for small business relief from COVID-19.			Forbes.com
GO-Biz	Helpful information for employers, employees, and all Californians as it relates to the Coronavirus (COVID-19) pandemic. Help to determine if your business is considered essential or non-essential, links to financial and technical assistance programs, labor and workforce support for businesses and employees, and up to date information on Business Tax relief programs.			Business.ca.gov



CONTACT US

FOR QUESTIONS AND CLARIFICATIONS

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