

COVID-19 SUPPORT GUIDE FOR SMALL BUSINESS	Coronavirus Job Retention Scheme	Coronavirus Business Interruption Loan Scheme	Deferring VAT payments	Deferring income tax payments	H.M. Revenue and Customs Time to Pay Scheme	Small Business Grant Scheme	Grant Funding £10,000 retail, hospitality and leisure	Grant Funding £25,000 retail, hospitality and leisure	Business Rates Holiday for 12 months	Statutory Sick Pay (SSP) Relief for SME's	Universal Credit
Who is it for?	All UK business paying staff via PAYE	All UK businesses adversely affected by COVID-19 outbreak	UK VAT registered businesses	Self-employed, individuals paying personal tax via self-assessment	All business and individuals with outstanding tax liabilities	Self-employed/businesses with premises	Businesses in retail, hospitality or leisure sectors	Businesses in retail, hospitality or leisure sectors	Self-employed /businesses with premises	All UK business paying staff via PAYE	Self-employed; those not eligible for SSP
How Much?	Up to £2,500 per worker per month	Up to £5m	n/a	n/a	n/a	£10,000	£10,000	£25,000	A business rates holiday period	£94.25 weekly sick pay x 2 weeks for each staff member	Based on 'topping up' to minimum wage
What is it?	HMRC will reimburse 80% of furloughed workers wage costs	<ul style="list-style-type: none"> <li>Government backed guarantee of up to 80% of facility and will cover the first 12 months interest payments</li> <li>Funds will be offered on attractive terms by a range for facilities, term loans, overdrafts, invoice finance and asset finance</li> </ul>	Businesses will be given until the end of the 2020 to 2021 tax year to pay any liabilities that have accumulated during the deferral period	Tax payments due on the 31 July 2020 will be deferred until the 31 January 2021	Tax payments due can be deferred on a payment plan	a one off cash grant to help meet ongoing business costs	a one off cash grant to help meet ongoing business costs	a one off cash grant to help meet ongoing business costs	A business rates holiday for retail, hospitality and leisure businesses in England for the 2020 to 2021 tax year	<ul style="list-style-type: none"> <li>This refund will cover up to 2 weeks' SSP per eligible employee who has been off work because of COVID-19</li> <li>SSP will apply from day 1 of sickness/self-isolation</li> </ul>	Additional state benefit for low income earners
Am I eligible?	<ul style="list-style-type: none"> <li>All UK business paying staff via PAYE</li> <li>Applies to staff that have been designated and notified as being furloughed</li> </ul>	<ul style="list-style-type: none"> <li>Your business is UK based, with turnover of no more than £45 million per year</li> <li>Operate within an eligible industrial sector</li> <li>not received de minimis State aid beyond €200,000 over last two fiscal years</li> <li>Be unable to meet a lender's normal lending requirements but would be considered viable in the longer-term, potentially enable a 'no' credit decision from a lender to become a 'yes'</li> </ul>	The deferral will apply to all VAT returns submitted 20 March 2020 to 30 June 2020	Anyone with a payment due on account in July	Anyone with outstanding tax liabilities including <ul style="list-style-type: none"> <li>self-assessment tax</li> <li>corporation tax</li> <li>PAYE/CIS liability</li> </ul> This is assessed on a case by case basis	<ul style="list-style-type: none"> <li>your business is based in England</li> <li>you are a small business and already receive SBBR and/or RRR</li> <li>you are a business that occupies property</li> </ul>	a rateable value of under £15,000	For businesses in these sectors with a rateable value of between £15,001 and £51,000	<ul style="list-style-type: none"> <li>your business is based in England</li> <li>your business is in the retail, hospitality and/or leisure sector</li> </ul>	<ul style="list-style-type: none"> <li>employers with fewer than 250 employees</li> <li>employee who has claimed SSP (according to the new eligibility criteria) as a result of COVID-19</li> </ul>	<ul style="list-style-type: none"> <li>if you are on a low income or unemployed</li> <li>you are 18 or over</li> </ul>
What must you do	<ul style="list-style-type: none"> <li>designate and notify employees as 'furloughed workers'</li> <li>submit information to HMRC about the employees that have been furloughed and their earnings through a new online portal</li> </ul>	<ul style="list-style-type: none"> <li>Contact your bank and us at Whitley Stimpson who can help to upload your requirements directly to the relevant people.</li> </ul>	Ensure all VAT records are as up to date as possible and file your VAT Returns on time	No action required	Contact HMRC	Make sure the business is registered for rates at your local council and that the contact details are correct	Make sure the business is registered for rates at your local council and that the contact details are correct	Make sure the business is registered for rates at your local council and that the contact details are correct	Make sure the business is registered for rates at your local council and that the contact details are correct	<ul style="list-style-type: none"> <li>employers should maintain records of staff absences and payments of SSP, but employees will not need to provide a GP fit note</li> <li>Inform payroll staff of any sickness before payroll is run</li> </ul>	<ul style="list-style-type: none"> <li>be gainfully 'self-employed'</li> </ul>
How to apply	Portal not available yet	Via your bank,	Automatic offer, no applications required	Automatic offer, no applications required	Coronavirus Helpline Tel: <b>0800 015 9559</b> Monday to Friday, 8am to 8pm Saturday, 8am to 4pm  Self-Assessment Helpline Tel: <b>0300 200 3822</b>	You do not need to do anything. Your local authority will write to you if you are eligible for this grant.	You do not need to do anything. Your local authority will write to you if you are eligible for this grant.	You do not need to do anything. Your local authority will write to you if you are eligible for this grant.	There is no action for you. Your local authority will write to you if you are eligible for this grant.	Automatic offer, no applications required submitted as part of RTI payroll	Online: <a href="http://www.gov.uk/apply-universal-credit">www.gov.uk/apply-universal-credit</a>  Universal Credit helpline Tel: <b>0800 328 5644</b>
Timescale	Soon but <i>'HMRC are working urgently to set up a system for reimbursement. Existing systems are not set up to facilitate payments to employers.'</i>	Not defined, allow 4-10 weeks as this will need support material and have a bank underwriting process	Immediate	In July 2020	Immediate	Unspecified, will be provided shortly	Unspecified, will be provided shortly	Unspecified, will be provided shortly	April 2020	Soon but <i>'the government will work with employers over the coming months to set up the repayment mechanism for employers as soon as possible'</i>	Immediate

This information is correct at time of going to print 24th March 2020.