About the BSA

The Boston Society for Architecture is a community committed to improving the quality of life for everyone through architecture and design.

We are a chapter of the American Institute of Architects (AIA) and a community nonprofit.

Architecture is for everyone.
A Practical Guide to the CARES Act for Architectural Firms

Monday, April 6, 2020
ERIC WHITE HON. AIA
Executive Director
Boston Society for Architecture
RESOURCES FOR ARCHITECTS: COVID-19

Below is a collection of resources and assets related to the COVID-19 virus response. We will continue to add resources to this page as they become available.

Questions? Contact bsa@architects.org.

Also in Resources for Architects: COVID-19

- Additional COVID-19 Resources
- Commonwealth of Massachusetts COVID-19 Essential Services
- Alternative Hospital Sites: Responding to COVID-19
- Parent and Teacher Resources

architects.org/covid-19-resources
Sponsor BSA virtual programming

The BSA is committed to providing resources that are valuable and useful for our members as they work through rapidly changing local and global circumstances.

To discuss sponsorship and collaboration opportunities, please reach out to:

John MacKenzie
jmackenzie@architects.org
(857) 523-0560

Now more than ever, the BSA is committed to keeping our community engaged and connected.
Webinar Guidelines and Etiquette

SOUND
• Because of the large number of participants, everyone is on mute mode.

Q+A
• Q&A: Thank you for all your questions during registration! However, due to the overwhelming response and questions, we have selected a few key questions to address at this time. We will use your questions for more BSA programs coming up.
• Feel free to use the Chat option on the lower middle right side of your screen to interact with other participants, as well as the Q&A option to ask a question directly to the presenter, if time permits.

RECORDING
BSA will be recording this webinar for on-demand, and will share this with the community in the next day or two.

BSA’s NEXT WEBINAR
Friday, April 10 12:00 PM – 1:00 PM
Healthcare Facilities Design and COVID-19
Presenter: HGA
Resources for Architects: COVID-19

A collection of resources and assets related to the COVID-19 virus response. We will continue to add resources to this page as they become available.

architects.org/covid-19-resources
Panelists

STEVE MINSON, CPA, MST
Partner, DGC

RICK STROUT, CPA
Principal, DGC

ERIC WHITE HON. AIA
Executive Director, BSA
A Practical Guide to the CARES Act for Architectural Firms

Monday, April 6th 2020 | 1:00 – 1:45 PM
Welcome

Stephen E. Minson, CPA, MST
Partner, DGC (DiCicco, Gulman & Company)
sminson@dgccpa.com
781-937-5120

Rick Strout, CPA
Principal, DGC (DiCicco, Gulman & Company)
rstrout@dgccpa.com
781-937-5716

Coronavirus Resources
dgccpa.com/coronavirus
About DGC

• Regional firm with over 180 professionals including 22 partners, many with Big 4 experience
• Offices in Boston and Woburn, Massachusetts
• Robust Architectural & Engineering practice
• Significant Partner and Principal involvement in engagements
• Clients include entrepreneurial businesses, their owners, and high net worth individuals
• Tax, Assurance, Business Advisory, IT Risk Assurance & Advisory, Accounting & Business Advisory Services
• Dedicated webpage with coronavirus resources - dgccpa.com/coronavirus
• BSA Member since 2005, Legacy Circle Donor
Tax Update
Personal Tax Changes

- Recovery rebates
- Tax-favored withdrawals from retirement plans
- Temporary waiver of required minimum distribution rules
- Charitable contributions
  - Partial above the line deduction for charitable contributions
  - Temporary modification on charitable contribution limitations
Business Tax Changes

• Employee retention credit
• Deferral of payment of employer payroll taxes
• Net operating losses
• Business interest limitations
• Qualified improvement property technical correction
Eligibility

• Any business, for profit or NFP, with 500 employees or less
• Business was in operation on 2/15/20
• Business had employees being paid salaries and wages
• Business needs to certify that they are being adversely affected by COVID-19
• Some exceptions to the 500 employee limit for food service and hospitality
Maximum Loan Amount (not to exceed $10M)

• Average monthly payroll costs x 2.5
• Monthly payroll costs calculated by taking monthly average for 2019 (allowed to use calendar year per guidance)
Maximum Loan Amount (cont.)

• Payroll costs are defined as:
  - Salaries
  - Wages
  - Commissions
  - Vacation, sick or family leave
  - Health care costs
  - Retirement benefit costs
  - State or local taxes assessed on employee compensation

• Total of payroll costs cannot exceed $100,000 per employee
Maximum Loan Amount (cont.)

• Do not include:
  - Payments to independent contractors
  - Salaries and wages for employees that have a foreign principal place of residence
Maximum Loan Amount (cont.)

• For self-employed individuals (sole proprietors), payroll costs would include:
  - Net earnings from self-employment
  - Salaries and wages
  - Up to $100,000
Other Key Provisions

- SBA provides 100% guarantee through December 31, 2020
- Deferral of payments for six months (interest accrues during deferral period)
- No collateral required
- No personal guarantee required
- Loan forgiveness
Loan Forgiveness

• Forgiveness is equal to amount spent during the eight-week period following the loan origination date for:
  - Payroll costs
  - Interest payments on mortgages
  - Rent payments on leases
  - Utilities
  - No more than 25% of these costs may be for non-payroll costs
  - Recommend that you keep the loan funds in a separate bank account
Loan Forgiveness

- Forgiveness can be reduced by two factors:
  - Layoffs during the crisis period (measured as a percentage of FTE’s)
  - Salary reductions – to the extent that the reductions exceed 25%

- Cure period – if these factors are reversed by June 30th
- Forgiveness is not taxable income for federal tax purposes
- More guidance to come on forgiveness
Loan Provisions (for those who do not receive forgiveness)

• Payback period is two years
• Commences following the six-month deferral period
• Interest rate is fixed at 1%
When and How Can I Apply?

• All eligible businesses could apply starting on April 3, 2020
• Self-employed (sole proprietors) can apply starting on April 10, 2020
• Contact your bank and ask if they are accepting applications
• Get your documentation ready now
Documentation Needed for Application

• This may vary by bank, but be prepared to provide:
  □ Calculation support
  □ Underlying payroll records (W-2’s, W-3’s, 941’s)

• Note: There are currently several banks that are not accepting applications until they receive additional guidance, including guidance on documentation requirements.
Questions & Answers

• We have selected a few key questions to address at this time. We will use your questions for more BSA programs coming up.

• Feel free to use the Chat option on the lower middle right side of your screen to interact with other participants, as well as the Q&A option to ask a question directly to the presenter, if time permits.
Questions & Answers

Stephen E. Minson, CPA, MST
Partner, DGC (DiCicco, Gulman & Company)
sminson@dgccpa.com
781-937-5120

Rick Strout, CPA
Principal, DGC (DiCicco, Gulman & Company)
rstrout@dgccpa.com
781-937-5716
Thank you!

Your feedback is important. Write communications@architects.org.

Stay up to date at architects.org.

Join our social media conversations on Facebook, LinkedIn, and Twitter.
# Resources for Architects: COVID-19

Below is a collection of resources and assets related to the COVID-19 virus response. We will continue to add resources to this page as they become available.

<table>
<thead>
<tr>
<th>TABLE OF CONTENTS</th>
<th>BSA Resources</th>
<th>AIA Resources</th>
<th>General Feedback</th>
</tr>
</thead>
<tbody>
<tr>
<td>Featured Webinar Events</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>On Working Remotely</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Economic Resources</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Questions? Contact** [bsa@architects.org](mailto:bsa@architects.org).

**Also in Resources for Architects: COVID-19**

- Additional COVID-19 Resources
- Commonwealth of Massachusetts COVID-19 Essential Services
- Alternative Hospital Sites: Responding to COVID-19
- Parent and Teacher Resources

---

BSA

A chapter of the American Institute of Architects (AIA) + a community nonprofit.
Sponsor BSA virtual programming

The BSA is committed to providing resources that are valuable and useful for our members as they work through rapidly changing local and global circumstances.

To discuss sponsorship and collaboration opportunities, please reach out to:

John MacKenzie
jmackenzie@architects.org
(857) 523-0560

Now more than ever, the BSA is committed to keeping our community engaged and connected.