



UC San Diego

COVID-19 Small Business Outreach Project

EMPLOYER TOOLKIT

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SMALL BUSINESS COVID-19 TOOLKIT

Thank you for your interest in our **Small Business COVID-19** toolkit for employers. The UCSD COVID Business Outreach Program is a team of volunteers committed to providing material that supports the public during the Coronavirus pandemic.

This toolkit provides information, checklists and graphics to help:

- Learn more about COVID-19
- Implement on-site safety measures in your business, including employee health screening and social distancing
- Review your business's compliance to federal, state, and county guidelines

The toolkit and its materials are based on recommendations from the CDC, San Diego Public Health Services, and other reputable health information organizations. The information provided in the toolkit does not replace legal or medical advice. If you or an employee is a contact of someone with COVID-19, experiencing any symptoms of COVID-19, or has been tested for COVID-19, please contact a healthcare provider or call 2-1-1.

The information provided in this toolkit does not, and is not intended to, constitute legal advice; instead, all information, content, and materials available in this toolkit are for general informational purposes only. Information in this toolkit may not constitute the most up-to-date legal or other information.

If you have additional questions, contact the resources below.

San Diego County Business Resources

General questions and resources: **COVID-Business@sdcounty.ca.gov**

Reopening questions: **COVID19BusinessQuestions@sdcounty.ca.gov**

2-1-1 San Diego: A free 24 hour confidential phone service

Phone: 2-1-1

<https://211sandiego.org/>

Contact the UCSD Business Outreach Program

Email: CoRespond.Business@gmail.com

Phone: 619-335-5882

www.UCSDBusinessOutreach.org

CORONAVIRUS DISEASE 2019

(COVID-19)

STAY CONNECTED

Support for Businesses and Employers

Stay connected during the Coronavirus (COVID-19) public health pandemic.

The resources below will help you stay up-to-date on all COVID-19 related issues as they emerge.

Here are the ways you can stay connected!



Coronavirus-SD.com/Business

Our Businesses and Employers page offers updated information about announcements, updates, communications, financial resources, and more for sector-specific support. Please regularly review this webpage to make sure your business is well prepared during the reopening phases of the statewide stay-at-home order.

For general questions and resources, please email: COVID-Business@sdcounty.ca.gov



Business Telebriefings: Every 2nd & 4th Wednesday | 9:30 AM

Join us for telebriefings to hear the latest updates on COVID-19 and reopening efforts in San Diego County. *Frequency of telebriefings are subject to change. Please check the page above for updates.*

How to Participate:

Option 1—Computer (*preferred*): Visit the following link: <https://zoom.us/j/157409037> using your computer.
Meeting ID: 157 409 037.

Option 2—Phone (listen-in only): Call into the meeting using this number: 1 (669) 900-6833 or 1 (346) 248-7799.
Meeting ID: 157 409 037.

We encourage you to submit your questions 24 hours before the telebriefing at: <https://bit.ly/35FbNeo>



Safe Reopening Plan & Restaurant Info

Businesses will need to complete and post the their [Safe Reopening Plan](#). Restaurants/Food Facilities will need to complete and post their [Restaurant Operating Protocol](#). These resources are available at [Coronavirus-SD.com/Business](#). The County will not require approval for this plan. Essential businesses already operating do not need to submit a new plan.

For reopening questions, please email: COVID19BusinessQuestions@sdcounty.ca.gov



Email Updates

Businesses and Employers can sign up for weekly email updates at <https://bit.ly/3dmplJ5>.

Media Briefing

Effective June 17, 2020, updates will be streamed LIVE Monday and Wednesday at 2:30 PM on the County's [Facebook](#), [Instagram](#), and [Twitter](#) accounts.

For latest updates, visit:

www.coronavirus-sd.com



CORONAVIRUS DISEASE 2019 (COVID-19)



Business Referral Guidelines

Quick Guide for the Business Community

COVID-Business@sdcounty.ca.gov

The Business Sector is here to help with:



Resources for small business loans, Disaster Assistance in response to COVID-19 and Economic Injury Disaster Loan Program Information.



Get connected to sector video telebriefing every 2nd and 4th Wednesdays.



Request resource materials: posters, flyers, informational cards, and brochures. Materials are available in multiple languages



Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus.

Other Helpful Resources

- For Safe Reopening and Blueprint for Safer Economy questions, email:
COVID19BusinessQuestions@sdcounty.ca.gov.
- To report businesses or organizations that are open and have been ordered to close, or otherwise not following health order, contact the Health Compliance Call Center: **(858) 694-2900** or email:
SafeReopeningComplianceTeam@sdcounty.ca.gov
- For questions concerning COVID-19 Guidance for Food Facilities, contact Department of Environmental Health (DEH), Food and Housing Duty Specialist. Call **(858) 505- 6900** or email: fh dutyeh@sdcounty.ca.gov
- For County coordinated free testing sites or receive test results, call **2-1-1** to speak to the COVID-19 Nurse Help Line.
- Questions concerning if an individual is eligible for Unemployment Insurance Benefit (UIB) can be directed to the ASK EDD online assistance:
askedd.edd.ca.gov
- Access the Small Business COVID-19 Safety toolkit for employers and employees created by UCSD to help businesses and employees stay safe. Contact the UCSD Business Outreach Program for FREE consultation to go over the toolkits.
www.UCSDBusinessOutreach.org
Email: CoRespond.Business@gmail.com
Phone: **619-335-5882**

For latest updates, visit:

www.coronavirus-sd.com



Five Key Points

1.	Safety requirements: state, county, local (p. 5)
2.	Know what to do if an employee has symptoms of COVID-19 (p. 9)
3.	Tax credit reimbursements for COVID-19 related paid sick leave (p. 11)
4.	COVID-19 vaccine appointment information (p. 15)
5.	Additional resources (p. 18)

1. Safety Requirements

STATE REQUIREMENTS

COVID-19 Prevention Plan: Cal/OSHA requires most employers to develop a written COVID-19 Prevention Program, also known as CPP, that includes employee training. For more information, see “What Employers Need to Know” (p. 6). For more information, and to download a CPP template, visit: <https://www.dir.ca.gov/dosh/coronavirus/ETS.html>

California has additional COVID-19 related reporting, recording, and employee notification requirements. See “Reporting and Recording” for more information.

COUNTY REQUIREMENTS

The county of San Diego requires that businesses prepare, implement, and display a safety plan for their business.

Essential Businesses: Social Distancing & Sanitation Protocol
<http://bit.ly/sd-essential-businesses>

State authorized sectors: Safe Reopening Plan
<http://bit.ly/sd-state-authorized-sectors>

Restaurants: COVID-19 Restaurant Operating Protocol
<http://bit.ly/sd-restaurant-protocol>

LOCAL REQUIREMENTS

Some cities in San Diego County have additional requirements. Visit your city’s website to learn about additional requirements or special permits that may be offered in your city.

Cal/OSHA COVID-19 Emergency Temporary Standards – What Employers Need to Know

November 30, 2020

California approved emergency temporary Cal/OSHA standards on COVID-19 infection prevention on November 30, 2020. These new **temporary standards** apply to most workers in California not covered by Cal/OSHA's Aerosol Transmissible Diseases **standard**.

Requirements for employers covered by the COVID-19 Prevention standard

- Establish, implement, and maintain an effective written COVID-19 Prevention Program that includes:
 - Identifying and evaluating employee exposures to COVID-19 health hazards.
 - Implementing effective policies and procedures to correct unsafe and unhealthy conditions (such as safe physical distancing, modifying the workplace and staggering work schedules).
 - Providing and ensuring workers wear face coverings to prevent exposure in the workplace.
- Provide effective training and instruction to employees on how COVID-19 is spread, infection prevention techniques, and information regarding COVID-19-related benefits that affected employees may be entitled to under applicable federal, state, or local laws.

Cal/OSHA has developed a [COVID-19 Model Prevention Program](#) to assist employers with developing their own written program

When there are multiple COVID-19 infections and COVID-19 outbreaks

Employers must follow the requirements for testing and notifying public health departments of workplace outbreaks (three or more cases in a workplace in a 14-day period) and major outbreaks (20 or more cases within a 30-day period).

- **COVID-19 testing for employees who might have been exposed**

Requires employers to offer COVID-19 testing at no cost to their employees during their working hours who had potential COVID-19 exposure in the workplace and provide them with the information on benefits.

- **Notification requirements to the local health department**

A new requirement that obligates employers to contact the local health department immediately but no longer than 48 hours after learning of three or more COVID-19 cases to obtain guidance on preventing the further spread of COVID-19 within their workplace.

Recordkeeping and reporting COVID-19 cases

Employers must maintain a record of and track all COVID-19 cases, while ensuring medical information remains confidential. These records must be made available to employees, authorized employee representatives, or as otherwise required by law, with personal identifying information removed. When a COVID-19-related serious illness (e.g., COVID-19 illness requiring inpatient hospitalization) or death occurs, the employer must **report** this immediately to the nearest Cal/OSHA enforcement district office.

This guidance document is an overview. For the full requirements, see title 8 sections 3205, 3205.1, 3205.2, 3205.3, 3205.4

For assistance with developing a COVID-19 Prevention Program, employers may contact Cal/OSHA Consultation Services at 1-800-963-9424 or at InfoCons@dir.ca.gov. For Consultation information, publications, access the following link or copy the site address:
DOSHConsultation www.dir.ca.gov/dosh/consultation.html



Safety Tips

Make sure that the following best safety practices are implemented in your business:

- All employees should wear a facemask in accordance with state guidelines
- Maintain 6 feet social distancing
- Frequent hand washing or hand sanitizer
- Screen employees daily for symptoms and exposures



Review the industry-specific guidelines for your business <https://covid19.ca.gov/industry-guidance/>

Breakrooms: minimize the number of employees in breakrooms at any time. Ensure employees are at least 6 feet apart and increase ventilation as much as possible, especially if eating or drinking.

Carpooling: employees should only carpool to work with members of their household.

Proper facemask use:

- Wash hands before and after use
- Cover nose and chin
- Do not touch mask throughout the day



Safe at home: Encourage employees to follow safety practices outside of work.

2. What to do if an employee has symptoms of COVID-19

Make sure that employees:

1. **KNOW** the symptoms of COVID-19*

Fever or chills	Congestion	Shortness of breath
Sore throat	Body aches	Fatigue
Headache	Diarrhea	Cough
Nausea or vomiting	Loss of taste/smell	Runny nose

2. **DO NOT COME INTO WORK** and stay home if they have any COVID-19 symptoms

3. **NOTIFY** their employer that they have or are seeking a diagnosis for COVID-19.

4. **CALL 211** or their healthcare provider to get **free COVID-19 testing**



5. If an employee has suspected or confirmed COVID-19, follow the flowchart on the next page. Report the case to County Public Health Services **online here** or by calling **(888) 950-9905**

***seek immediate medical attention if experiencing life-threatening symptoms**

STEPS TO TAKE IF AN EMPLOYEE IS SUSPECTED OR CONFIRMED POSITIVE TO HAVE COVID-19

1. Instruct employee to stay home at least 10 days* after symptoms started (or since first positive PCR test if person is asymptomatic/ does not have symptoms).

2. If it has been *less than 7 days* since employee has been in the facility, temporarily close area where employee worked until cleaning is completed. Wait 24 hours or as long as practical before conducting [deep cleaning](#) of area where employee worked and may have been (breakrooms, restrooms, travel areas) with [EPA-approved cleaning agents](#). Ensure cleaning personnel are equipped with appropriate personal protective equipment (PPE).

If it has been *more than 7 days* since employee has been in the facility, additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection.

3. Promptly report employee was diagnosed with COVID-19 to the County Public Health Services by **completing the [COVID-19 Notification Form](#)** or calling 888-950-9905. Include 1) name, 2) date of birth, and 3) contact information of employee¹.

4. Cooperate with County Public Health Services COVID-19 response team to identify and provide contact information for any persons exposed by the employee at the workplace¹.

5. Record and report work-related COVID-19 illnesses or fatality as per other [occupational health reporting requirements](#).

6. Provide notice of exposure to any employees and contractors (who regularly work at the workplace) who may have been exposed to COVID-19, as stated in the State's [COVID-19 Employer Playbook for a Safe Reopening](#).

*For patients with [severe to critical illness](#) or are severely immunocompromised, the recommended duration for Transmission-Based Precautions was changed to at least 10 days and up to 20 days after symptom onset.

¹ As per [San Diego County Public Health Order](#).
For school guidance: [COVID-19 Industry Guidance: Schools and School-Based Programs](#).

Employers should not require employee to provide a negative COVID-19 test result or healthcare provider's note to return to work.

PREVENTION

- ✓ Actively encourage sick employees to stay home.
- ✓ Accommodate employees through social distancing or telework (if possible).
- ✓ Emphasize face coverings and hand hygiene.
- ✓ Perform routine environmental cleaning.
- ✓ Check government websites (CDC, State Department) for any travel advisories.
- ✓ Plan for infection disease outbreaks in the workplace.

IF EMPLOYEE...



Has any severe symptoms: Advise them to seek medical attention immediately.



Has any health-related questions or concerns: Have employee contact their healthcare provider.



Does not have health coverage, has other general questions about COVID-19, or would like information about community resources: Have them call 2-1-1.

EMPLOYEE MAY RETURN TO WORK WHEN:

At least 10 days* since start of symptoms (or since first positive PCR test if person is asymptomatic)



At least 24 hours since last fever without use of fever-reducing medications



Improvement in symptoms

Record and Report

Cal/OSHA Recording



California employers that are required to record work-related fatalities, injuries and illnesses must record a work-related COVID-19 fatality or illness on their Log 300 if the case of COVID-19 is work-related and meets the recordable illness criteria. <http://bit.ly/cal-osharecord>

Workers' Compensation Reporting



California employers must report to their workers' compensation claims administrator any case of COVID-19 in the workplace, without including any personally identifying information of the employee who tested positive for COVID-19 unless the employee asserts the infection is work related or has filed a claim. <https://www.dir.ca.gov/dwc/>

Employee notification requirements



Under AB 685, employers are required to notify all employees at a worksite of potential exposures, COVID-19-related benefits and protections, and disinfection and safety measures that will be taken at the worksite in response to the potential exposure. <http://bit.ly/FAQ-AB685>

Outbreak reporting



Under AB 685, employers are required to notify local public health agencies of all workplace outbreaks, which are defined as three or more laboratory-confirmed cases of COVID-19 among employees who live in different households within a two-week period. <http://bit.ly/reporting-AB685>

Note: this list may not be comprehensive

3. Paid Sick & Family Leave and Tax Credits

Employers with fewer than 500 employees can receive **dollar for dollar tax credit reimbursements** for COVID-19-related paid sick leave and expanded family leave voluntarily provided to employees until **September 30, 2021** through the Families First Coronavirus Response Act (FFCRA).

Additionally, employers with **25 or more employees must provide paid sick leave** for COVID-19 related reasons from **January 1, 2021** to **September 30, 2021** upon oral or written request. See “2021 COVID-19 Supplemental Paid Sick Leave” on p. 15 for more information.

What are the reasons for FFCRA reimbursable paid sick and family leave, and how many hours of leave can employees take? See the handout on the next page (p. 13) for an overview of the available paid sick and family leave.



How can employers apply for tax credit reimbursements?

Visit the following “How to claim the tax credits” page on the IRS website or refer to the tax credit resources on our Business Resources page (p. 16).

<https://www.irs.gov/newsroom/how-to-claim-the-credits>



Additional paid sick and family leave: visit the Department of Labor’s website for more information on paid sick and family leave that employees may be eligible for.

<http://bit.ly/covid-19-paid-leave>



Benefits for the self-employed: Self-employed individuals may be eligible for disability insurance and paid family leave benefits.

<http://bit.ly/edd-self-employed>



Quick BENEFITS TIPS FROM DOL

How much paid leave can employees take?



In general, applies to you if you are an employee of either a private employer with fewer than 500 employees or a covered public sector employer



You are following a federal, state, or local quarantine or stay-at-home order or are quarantined by a health care provider

OR

You have COVID-19 symptoms and are seeking a diagnosis

TIME OFF

Up to two weeks or 80 hours of paid sick leave at higher of regular rate or minimum wage*



You must care for someone under a federal, state, or local quarantine or stay-at-home order or are quarantined by a health care provider

OR

You must care for your child whose school, child care provider, or place of care is unavailable due to COVID-19

TIME OFF

Up to two weeks or 80 hours of paid sick leave at higher of 2/3 regular rate or minimum wage*



You must care for your child whose school, child care provider, or place of care is unavailable due to COVID-19

AND

You've been employed at least 30 calendar days

TIME OFF

Up to 10 additional weeks of family leave paid at 2/3 regular rate*

*Paid leave is capped at specific maximum amounts per worker

Learn more at dol.gov/FFCRA

FFCRA Update: 4/1/21

As of March 2021, the Families First Coronavirus Response Act (FFCRA) will be **extended through September 30, 2021**. The new changes and extensions to the FFCRA are referred to as the American Rescue Act Plan. Here are the key updates:

- Businesses with 500 or fewer employees continue to be eligible, and participation in the program is optional. Employers that do pay FFCRA for benefits through September 30, 2021 will continue to receive **dollar-for-dollar tax credit reimbursement**.

If an employer chooses to opt-in to FFCRA benefits, previous FFCRA provisions apply with the following modifications:

- FFCRA leave is available for employees that are obtaining the COVID-19 vaccine or recovering from any side effects.
- FFCRA leave is available for employees who are receiving or waiting for the results of testing and medical diagnosis.
- The number of weeks that an employee can receive paid family leave increased from 10 weeks to 12 weeks. This is additional to the two weeks of paid sick leave that is available to employees.
- Beginning April 1st, an employee's rights to paid leave are reset. This means that employees who took FFCRA sick or family leave prior to April 1st, 2021 are once again eligible for two weeks of paid sick leave and 12 weeks of paid family leave.

2021 COVID-19 Supplemental Paid Sick Leave

Effective March 29, 2021

Covered Employees in the public or private sectors who work for employers with more than 25 employees are entitled to up to 80 hours of COVID-19 related sick leave from January 1, 2021 through September 30, 2021, immediately upon an oral or written request to their employer. If an employee took leave for the reasons below prior to March 29, 2021, the employee should make an oral or written request to the employer for payment.

A covered employee may take leave *if the employee is unable to work or telework for any of the following reasons:*

- Caring for Yourself: The employee is subject to quarantine or isolation period related to COVID-19 as defined by an order or guidelines of the California Department of Public Health, the federal Centers for Disease Control and Prevention, or a local health officer with jurisdiction over the workplace, has been advised by a healthcare provider to quarantine, or is experiencing COVID-19 symptoms and seeking a medical diagnosis.
- Caring for a Family Member: The covered employee is caring for a family member who is subject to a COVID-19 quarantine or isolation period or has been advised by a healthcare provider to quarantine due to COVID-19, or is caring for a child whose school or place of care is closed or unavailable due to COVID-19 on the premises.
- Vaccine-Related: The covered employee is attending a vaccine appointment or cannot work or telework due to vaccine-related symptoms.

Paid Leave for Covered Employees

- 80 hours for those considered full-time employees. Full-time firefighters may be entitled to more than 80 hours, caps below apply.
 - For part-time employees with a regular weekly schedule, the number of hours the employee is normally scheduled to work over two weeks.
 - For part-time employees with variable schedules, 14 times the average number of hours worked per day over the past 6 months.
- Rate of Pay for COVID-19 Supplemental Paid Sick Leave: Non-exempt employees must be paid the highest of the following for each hour of leave:
 - Regular rate of pay for the workweek in which leave is taken
 - State minimum wage
 - Local minimum wage
 - Average hourly pay for preceding 90 days (not including overtime pay)
- Exempt employees must be paid the same rate of pay as wages calculated for other paid leave time.

Not to exceed \$511 per day and \$5,110 in total for 2021 COVID-19 Supplemental Paid Sick leave.

Retaliation or discrimination against a covered employee requesting or using COVID-19 supplemental paid sick leave is strictly prohibited. A covered employee who experiences such retaliation or discrimination can file a claim with the Labor Commissioner's Office. Locate the office by looking at the [list of offices on our website](http://www.dir.ca.gov/dlse/DistrictOffices.htm) (<http://www.dir.ca.gov/dlse/DistrictOffices.htm>) using the alphabetical listing of cities, locations, and communities or by calling 1-833-526-4636.

This poster must be displayed where employees can easily read it. If employees do not frequent a physical workplace, it may be disseminated to employees electronically.



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4. COVID-19 Vaccine Information

Beginning April 15, 2021, all adults age 16 and older who **live or work** in San Diego are eligible for a COVID-19 vaccine. Those who do not live in San Diego county (including internationals and undocumented people who work in San Diego county) can qualify for the COVID-19 vaccine.

Three ways to make a COVID-19 vaccine appointment

1 Through Your Healthcare Provider
If you have a doctor or healthcare provider, contact them first to make an appointment for your COVID-19 vaccine.

2 Online Registration
County Website: coronavirus-sd.com/vaccine
State Website: myturn.ca.gov/
CVS Pharmacy: cvs.com/immunizations/covid-19-vaccine
Walmart: walmart.com/cp/1228302
Rite Aid: riteaid.com/covid-19
VaccineFinder: vaccinefinder.org

Tip: Check multiple websites for an available appointment.

3 Over the phone (if no internet access)
Call and ask to sign up for a COVID-19 vaccine appointment. Leave a message if necessary, and you will get a call back.
CA COVID-19 Hotline: (833) 422-4255
211 San Diego: 2-1-1
Chicano Federation: (619) 285-5600
South Bay Community Services: (619) 420-3620

What to bring to your appointment

You must bring a valid **photo ID** to your vaccine appointment. In addition, you may need to bring another required document depending on whether you are eligible through residence or employment.

Eligible through residence (live in San Diego)

Bring **ONE** of the following documents:

- Photo ID
- Home utility bill, such as gas, electricity, water/sewer, or cable/internet issued in the past 60 days (cell phone bills OK)
- Current mortgage, housing, or property tax paperwork
- Insurance policy or banking/credit card statement

Eligible through employment (work in San Diego)

In addition to your photo ID, bring **ONE** of the following documents:

- Employee or volunteer ID card; OR
- A paycheck stub or timesheet issued within the last 90 days; OR
- A letter on employer/company letterhead stating that the named individual is a permanent, probationary, temporary employee or volunteer

For more information on eligibility, visit coronavirus-sd.com

The COVID-19 vaccine is free and no immigration status or insurance is required to receive the vaccine

Information About the Vaccine:



www.cdc.gov/coronavirus/2019-ncov/vaccines/

Official CDC hub for information on COVID-19 vaccines



blackcovidfactssd.org

Information on COVID-19 developed by and for the black community in San Diego

SAFETY RESOURCES

Compliance Resources



San Diego County Businesses and Employers Website

Latest information on reopening guidelines, including operating restrictions and closures. Additional resources include financial assistance, frequently asked questions, and ways to stay updated on COVID-19 developments.

<http://bit.ly/sd-employers>



Cal/OSHA Industry-Specific Guidelines

Employers must implement all mandatory measures and suggested measures that are necessary for sanitation, employee screening, social distancing and facial coverings.

<https://www.dir.ca.gov/dosh/coronavirus/Guidance-by-Industry.html>



California COVID-19 Employer Playbook

Detailed guidance for employers on best safety practices, handling a case of COVID-19 in the workplace, Cal/OSHA reporting and recording requirements, and workers' rights and benefits.

<https://files.covid19.ca.gov/pdf/employer-playbook-for-safe-reopening--en.pdf>

Consulting Resources



Cal/OSHA Consultation Service

Cal/OSHA provides consultative assistance to employers and employees through a variety of services.

Email: infocons@dir.ca.gov

Call: 1-800-963-9424

Visit: <https://dir.ca.gov/dosh/consultation.html>



UCSD COVID-19 Business Outreach Project

Consult with a team of UCSD School of Public Health affiliated faculty, staff, and students regarding the development and implementation of COVID-19 safety procedures or your business.

Text or Call: (619) 335-5882

Email: UCSDBusinessOutreach@gmail.com

BUSINESS RESOURCES

Coronavirus Relief Resources



sba.gov Website for the U.S. Small Business Administration. Contains the latest information on COVID-19 relief options and additional resources, including loans and grants.

<https://sba.gov>



San Diego County Small Business Stimulus Grant If your business has been impacted by COVID-19, you may be eligible for the County's small business grant. Visit the following website to apply.

<https://www.sandiegocounty.gov/stimulusgrant/>

Tax credit Resources



covid-sb.org The official federal resource website for small businesses affected by COVID-19. Includes information on financial assistance, tax filing, and more.

<https://covid-sb.org>



IRS COVID-19-Related Tax Credits for Paid Sick and Family Leave

Provides more information on claiming tax credits for COVID-19-related sick and family leave, including frequently asked questions.

<https://www.irs.gov/newsroom/covid-19-related-tax-credits-for-paid-sick-and-paid-family-leave-overview>

Consulting Resources



SCORE A free resource that connects small businesses with experienced business mentors who can offer guidance for a variety of small business needs.

<https://www.score.org/>



San Diego & Imperial Small Business Development Center (SBDC)

A free resource for small business owners and entrepreneurs needing help with financing, human resources, marketing, business planning, and more. They are a confidential resource funded by the US Small Business Administration and State of California.

Call: (619) 482-6391

Schedule online: <https://sdsbdc.ecenterdirect.com/signup>

April 24 Updates



Updated Industry Guidelines

The California department of public health recently updated their guidelines in the following areas:

- Private venues and events
- Indoor seated live events and performances

You can find the updated guidance at covid19.ca.gov/industry-guidance



Guidance for outdoor gatherings

The California department of public health recently updated its guidance for outdoor gatherings.

You can find the updated guidance at bit.ly/cdph-outdoor-guidance



Guidance for Fully Vaccinated Individuals

The California department of public health recently released guidance for individuals who have been fully vaccinated against COVID-19. Some key points are that fully vaccinated individuals:

- **do not need to quarantine or be tested** if they are exposed to COVID-19 as long as they have no symptoms
- Must **continue to wear masks**, maintain physical distance, and practice preventive measures
- **Should be tested** if they have symptoms of COVID-19 and isolate if they test positive

You can find the full guidance at bit.ly/cdph-vaccinated