

# PAYCHECK PROTECTION PROGRAM LOAN FORGIVENESS CALCULATION SERVICES

The *NONPROFIT* accounting specialists.™

## SERVICES INCLUDED

	SOME HELP "We can do it ourselves, we just need some guidance."	LOTS OF HELP "We don't have the capacity to do this ourselves. HELP!"
YPTC PPPL Forgiveness Toolkit	✓	✓
Review general ledger set-up and process for tracking PPPL funds	✓	
Establish general ledger set-up and process for PPPL funds		✓
Assist with gathering & organizing required documentation: <ul style="list-style-type: none"> <li>• History of full-time equivalent employees (reference period, covered period, reductions and safe harbors)</li> <li>• Payroll reports for hours and wages for all required periods</li> <li>• Families First Coronavirus Response Act paid leave credits, wage reductions</li> <li>• Payment support for payroll and nonpayroll costs (i.e., invoices, cancelled checks, bank statements)</li> </ul>	✓	✓
Organize and populate PPP Schedule A Worksheet, PPP Schedule A, and the PPP Loan Forgiveness Application		✓
Update schedules as needed if new guidance issued by Small Business Administration		✓
Check completed online forgiveness application from lender*	✓	
Assistance completing online forgiveness application from lender		✓
Base price includes YPTC PPP Forgiveness Toolkit and up to <b>5 hrs</b> consulting for <i>Some Help</i> and up to <b>15 hrs</b> consulting for <i>Lots of Help</i>	Starting at <b>\$750</b>	Starting at <b>\$2,250</b>

\*YPTC cannot complete nor sign the Representations and Certifications that are part of the PPP Loan Forgiveness Application.