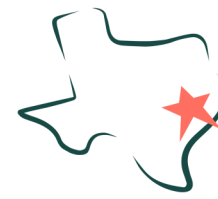


Small Business COVID-19 Checklist



Brenham
Washington County
Economic Development

- Call your Landlord / Mortgage Holder
- Call your Utility Providers
 - Electric Water Gas Phone Internet Cable Mobile Phone
- Call your Accounts Payable
- Call Credit Card Companies or Banks where you have lines of credit
- Apply for assistance from the Federal CARES stimulus bill
 - Banker Accountant SBDC office Economic Development
- Make sure you understand your business's responsibility to your employees under the Families First Coronavirus Response Act (FFCRA).
- Check into private grant funds that are available (list of some on our website)
- Call your Accounts Receivable: be ready to make arrangements for payment with them, but you will have a better understanding of your financial position
- Consider the Texas Workforce Commission (TWC) Shared Work Program if you can reduce your employee's hours but still keep them employed
- Talk with your employees!
 - Engage them in creative ways to keep your business going
 - Direct them to resources if you reduce hours or do lay-offs

<https://www.BrenhamED.com/Coronavirus> ● <https://www.Facebook.com/BrenhamEconomicDevelopment>

Economic Recovery Team 979-337-7234