



## THIS ISSUE

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## COVID-19 UPDATES

Stay up to date on how the university is addressing COVID-19 by visiting: [coronavirus.purdue.edu](https://coronavirus.purdue.edu)

## CLEANING DURING COVID-19

[COVID-19 Cleaning Checklist from the CDC](#)



## CENSUS BUREAU

The Census Bureau will be emailing all Presidents of housed organizations in order to complete the Group Quarters Census. **ONE** individual from the organization should complete this for the entire facility.



## WELCOME

We know that this has been a challenging time for everyone and that amidst this rapidly evolving situation we have had to make decisions out of concern for the health and safety of our members. Unfortunately, those days are not behind us. As we continue on with new health and safety guidelines to help mitigate the risk of COVID-19, we want organizations to know that Fraternity, Sorority and Cooperative Life is here to provide resources and support. This newsletter pertains to housing specific issues and concerns. If you have additional questions, please reach out to your FSCL Advisor.

## ENCUMBRANCES

Encumbrances are due via online submission form my May 1, 2020. As a reminder, only those dollars connected to services rendered are eligible to be encumbered, per the University policy. With many of the houses closing early or members moving out, it can be difficult to discern what services were rendered. Generally, membership dues, headquarters dues, and house bills are eligible in the encumbrance procedures. If an encumbrance appeal is filed by a member (which we anticipate will occur), FSCL staff may need additional details from the house corporation regarding the invoiced charges and we ask that you are prepared to questions associated with the itemized costs.

## FACILITY OPERATIONS SURVEY

As we continue to work toward a safe and healthy return to campus in the fall, FSCL is asking that each organization designate **ONE** student to complete the [following survey](#), on boilerlink. This survey addresses facility and operational information related to bedrooms and bathrooms, food service, cleaning and quarantine plans. We are working with industry leaders and public health experts to provide the safest possible university environment from a public health standpoint. We anticipate significant adjustments to our traditional operations and programs within fraternity, sorority and cooperative houses. These adjustments may include, but are not limited to, the ways in which we clean, gather, socialize, provide food service, and conduct chapter business. We are fully committed to partnering with organization leaders locally and nationally to provide the safest possible environment for our students.

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## FINANCIAL SUPPORT FOR FACILITIES

The North-American Interfraternity Conference (NIC) recently shared information regarding the Small Business Administration's (SBA) Economic Injury Disaster Loans & Loan Advance Program (EIDL). The email is included below.

All 501c entities are eligible to apply for a COVID-19 EIDL loan...this includes sorority or fraternity organizations, house corporations and other similar nonprofit organizations. The loan provides working capital up to \$2 million to small businesses and can be used for payroll, accounts payable, debt payments and other bills that could have been paid had the disaster not occurred.

[Click here](#) to read more information directly from the SBA on the COVID-19 EIDL program. On that page you will also see the application link.

One of the highlights of the EIDL program is a Loan Advance of up to \$10,000. This loan advance, in some places referred to as an "emergency grant," does not have to be repaid even if the applicant is denied the loan. **Note, only applicants that fully complete and submit an entire loan application will receive this advance.** The applicant will be required to demonstrate certain qualifications, for example: ability to repay, credit history, substantial economic injury as a result of the disaster, etc.

How is this different than PPP?

The EIDL program varies from the CARES Act Paycheck Protection Program (PPP) in a few important ways.

1. CARES PPP only applies to 501c3 organizations, whereas all 501c nonprofit organizations are eligible for EIDL.
2. Although EIDL can provide an advance of up to \$10,000, the applicant is still seeking to take out a loan that must be repaid. Under current law, there is no forgiveness beyond the \$10,000, and an applicant must certify, among other things, that it can repay the loan.

One important word of caution: If your organization is exploring both the PPP and the COVID-19 EIDL loan program, please understand that participation in one may affect the participation in the other. You should consult with your financial/tax professionals in completing these applications.

Finally, we expect that the demand for EIDL loans will be far greater than the current supply. **Therefore, it is important that you submit your entity's EIDL application as soon as you can do so thoroughly.**

[Here you will find](#) a detailed FAQ on this program, including details on how to apply, from Arnold & Porter. Please note, Arnold & Porter has an engagement with both the National Panhellenic Conference and the North American Interfraternity Conference. They provide legal and public policy guidance to these two organizations, they cannot provide legal guidance to individual sorority and fraternity organizations. We recommend that you engage with your own organization's legal counsel or financial/tax professionals to assist you in making decisions about how to move forward.

## FACILITY OPERATIONS SURVEY

As you develop a quarantine plan with your chapter/house leadership and Alumni we encourage you to consider the following questions:

- How will you address ill members of staff that may present a change in services?
- How will you address potential changes to your budget if standards of operations for cleaning and food service change?
- How will you accommodate an individual that needs to be quarantine?

[CLICK HERE FOR SURVEY](#)

## HOUSE DIRECTORS

- Are you searching for a new house director?
- Is your house director transitioning out of their current role?

FSCL can provide assistance by helping interested individuals connect with you regarding open positions. Please contact Spencer Hudec at [mshudec@purdue.edu](mailto:mshudec@purdue.edu)

## FACILITY SERVICES

If you are looking to pursue new services or change existing ones, in the following areas please feel free to contact FSCL.

- Cleaning Services
- Food/Catering Services
- Property Management
- Services

## FSCL STAFF

Staff are still working remotely at this time and can be reached on our office lines if there are any questions.