AEM Recovery Plan

» Paycheck Protection Program Toolkit



Established under the CARES Act, the Paycheck Protection Program (PPP) lends funds to organizations with less than 500 employees to cover certain expenses over an 8-week period. To support you during these challenging times, we have implemented an extensive tool, based on PPP guidelines, to help you maximize your loan forgiveness.

Our AEM PPP Recovery Plan helps you strategically allocate and document the use of your PPP funds to maximize loan forgiveness, avoid unforeseen complications, and to stay focused on running your business. Our team of experts are here to assist at whatever level of support you need.

PPP Recovery Plan Timeline

Prior to 8 Weeks	Create models to project expected uses for funds to maximize forgiveness. Consider staffing levels and need to re-hire	
During 8 Weeks	Document and track qualified expenses Analyze costs compared to model and assess any shortcomings	
End of 8 Weeks	Finalize cost tracking and documentation.	
After 8 Weeks	Prepare information to request forgiveness. Verify costs agree to supporting documentation.	

Maximize Forgiveness

- · Forgiveness is based on funds being spent on payroll, interest, utilities and rent over your 8-week period
- If you have laid off / furloughed employees or cut wage rates, our professionals can help analyze the financial impact of re-hiring by June 30, 2020
- As further guidance is released, organizations with a PPP loan will want to reevaluate their expenditures to ensure they fall under what is considered eligible expenses towards loan forgiveness.

No matter where you are in the 8-week process, you need to have a plan. Accurately tracking your expenditures and supporting documentation can be a daunting task but are key in maximizing loan forgiveness and avoiding unforeseen financial complications.

These are challenging times and we are in this together. Our team of experts are here to answer your questions and give the guidance you need to assess and mitigate the risk of repayment of your PPP loan. No matter where you are in this process, we can help you develop a strategic plan to move forward with confidence.

We are here to help