

MEMO

Date: June 26, 2020
To: Pastors and Administrators
From: Mary Jo Jungwirth, Director
Re: PPP Loan Forgiveness Services

To assist you with gathering and analyzing the financial data needed to prepare and submit the Paycheck Protection Program (PPP) loan forgiveness application, the Archdiocese has reached an agreement with CliftonLarsonAllen LLP (CLA) to provide loan forgiveness services to you at a discounted price.

Benefits of utilizing the service packages offered by CLA include:

- An application tool that has been developed by CLA experts on the PPP*
- CLA is committed to continually updating the tool as necessary based on any future changes in the PPP loan forgiveness regulations
- Minimize potential for errors and oversights
- Maximize possible forgiveness under current rules and regulations

Below is a summary of the service packages offered by CLA with the corresponding cost:

Basic

- Access to the Excel-based CLA forgiveness worksheet
- CLA will review the completed worksheet for errors and potential missing information (parish inputs information and is responsible for providing supporting information)
- One consultative meeting (estimated 1 hour) to assist with the forgiveness worksheet
- Price \$500 (CLA market price \$1,000)

Advanced

- Access to the Excel-based CLA forgiveness worksheet
- CLA reviews application tool and verifies amounts to supporting information that will be submitted with the forgiveness application
- Two consultative meetings (estimated 2 hours in total) to assist with the forgiveness worksheet
- Price \$1,000 (CLA market price \$2,500)

Full Service

- Access to the Excel-based CLA forgiveness worksheet
- CLA completes the loan forgiveness application tool based on the supporting information supplied by the parish
- CLA completes the forgiveness application and any supporting spreadsheets required by the bank
- Two consultative meetings (estimated 2 hours in total) to discuss items needed for preparation of the application tool and an exit meeting to discuss the forgiveness application once finalized prior to submission to the bank.
- Independent review by CLA PPP forgiveness experts
- Price
 - o \$1,900 for 0 to 10 employees
 - o \$2,500 for 10 – 30 employees
 - o Variable pricing if over 30 employees based on size and complexity of the parish

CLA Contact Information

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* The CLA forgiveness application tool is proprietary and should not be shared outside of the Archdiocese. This tool is continuously being updated with the new clarifications and law changes. Access to the services of CLA guarantees you will always have the most recent, updated tool.