

Shuttered Venue Operator Grant (SVOG) Preparation

Steps potential SVOG applicants should complete now in preparation to submit an application:

1. Carefully review the [program FAQ](#) and the [program overview](#). The FAQ answers all the questions that we have access to at this point.
2. [Sign up for a DUNS #](#) or [validate if you already have one](#) - allow 1-2 business days for this step.
3. Register with [SAM \(Systems for Awards Management\)](#) - allow up to 2 weeks for approval. Watch the new [YouTube training on SAM.gov registration for the SVOG](#).
4. Create a [login.gov profile](#).
5. Gather 2019 and 2020 Financials.
6. Do the calculation for # of employees based on the definitions in the FAQ. Note, this calculation is different from the one used for PPP.
7. Do the calculation for what the potential max grant award could be. Formulas on [SVOG website](#).
8. Then do the calculation for the max PPP for which you are eligible. Use the [First Draw Calculator](#) and [Second Draw Calculator](#).
9. Do the calculations to identify the percent of revenue loss experienced in 2020 in order to determine the priority application period in which you will be able to apply.
10. Decide if SVOG or PPP is the best path, considering the 3/31/21 deadline for PPP. **NOTE:** Do not apply for both. A PPP application submitted after 12/27/20 makes a business ineligible for the SVOG. Do not start a PPP application until calculating which funding option will be the best option to pursue. Returning the PPP or attempting to withdraw the application will not change SVOG eligibility. Learn more about [SBA cross-program eligibility](#).

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