



Guidance is changing regularly. The latest version of this document can be found at thenumberninja.co.uk/covid-19

Detailed guidance on the various measures announced by the Government is now being released. The full guidance can be found at <https://www.gov.uk/coronavirus/business-support>.

Self Employed Income Scheme

- A grant of 80% of average monthly earnings for 3 months. Grant is capped at £2,500 per month (so £7,500 in total).
- You don't need to repay the grant, but you will need to declare it as income for tax and National Insurance purposes on your 2020/21 tax return.
- Based on trading profits from your self assessment tax returns. Trading profits are income minus expenses (including any capital allowances).
- Based on the average of the 2018/19, 2017/18 and 2016/17 tax returns. If you weren't self employed in each of those 3 years they will look only at the years in which you were self employed.
- Your average yearly income over the 3 years (or relevant period) must have been less than £50,000.
- The majority of your income over the period must have come from self employment.
- You must have submitted a 2018/19 tax return. If you have not yet submitted your return for that year, and should have done, you have until 23rd April to do so in order to be eligible.
- You must have continued to be self employed in 2019/20, and be intending to continue in 2020/21.
- If you became self employed after 6th April 2019 you are not eligible, and should instead apply for Universal Credit (<https://www.gov.uk/universal-credit>).
- HMRC are aiming to contact everyone who's eligible by mid-May. You do not need to contact them, they will contact you if you are eligible.
- Payments are due to be made in early June, and will be paid in one instalment for the 3 months.
- If you need support in the meantime, you can apply for Universal Credit while you wait for the grant. At the point at which you get the grant you will need to declare it and it may affect the amount of Universal Credit you can claim. It won't affect any Universal Credit payments you've already received.
- You need to have lost profit as a result of the pandemic, but you do not need to have lost all of your work. You can receive the grant whilst continuing to work.

Statutory Sick Pay (SSP)

Directors, or those with employees

- For sickness absence due to COVID-19 SSP will be payable from day 1, rather than day 4.
- The first 2 weeks of SSP will be refunded to employer's by the Government. The exact mechanism for this has not yet been announced, but is expected to follow in the coming months.
- This applies to directors, as well as any employees you have. So if you become ill as a result of COVID-19, or are unable to work because you are required to self-isolate, the company can pay you 2 weeks of SSP and reclaim this from the Government. Keep records of any absences.
- SSP is currently £94.25 per week.
- Isolation notes are now available from NHS 111 Online (<https://111.nhs.uk/covid-19>).

Coronavirus Job Retention Scheme

- Grant that will cover up to 80% of wage costs (up to £2,500 per employee) for a period of 3 months.
- Will also cover employer's National Insurance contributions and employer's pension contributions (only the statutory minimum contribution under automatic enrolment).
- Designed to reduce the number of job losses and so is to be used as an alternative to laying off staff, with employees being retained and instead be placed on furlough.
- No requirement for employers to fund the remaining 20%.
- To qualify staff must have been on the payroll as at 19th March.
- Whilst on furlough, employees cannot undertake any work for the business.
- Directors can use this scheme for themselves, but only on the payroll aspect of their income (the scheme doesn't cover dividends).
- A director putting themselves on furlough cannot then carry out any work for the company, including marketing. The only work they are permitted to do is that related to their statutory duties, such as signing off accounts or submitting VAT returns.

Coronavirus Business Interruption Loan Scheme

- Intended to help small and medium businesses to access bank lending and overdrafts.
- Government will provide lenders with a guarantee of 80% on each loan.
- Loans will be interest free for the first 12 months.
- The scheme is being operated by accredited financial providers and a list of can be found at <https://www.british-business-bank.co.uk/ourpartners/coronavirus-business-interruption-loan-scheme-cbils/accredited-lenders/>

Business Rates

- Those in receipt of small business rate relief or rural rate relief are eligible for a one-off grant of £10,000. Those eligible will be contacted by the relevant local authority.
- £25,000 grant available to retail, hospitality and leisure businesses who operate from small premises (rateable value between £15k-£50k).
- The funding is now starting to reach local authorities and businesses. If you believe you are eligible and have not yet heard from your local authority, do contact them.

HMRC's Time to Pay Helpline

- If you will have difficulty in paying any tax liabilities that you have, HMRC have launched a new helpline to talk you through your options, including creating payment plans where necessary.
- Call 0880 0159 559. Call volumes are high, but please do persevere.

Income Tax

- Payments on account for the tax year 2020/21, due 31st July 2020, can be deferred to January 2021.
- You do not need to apply to defer payment.

VAT

- VAT due between 20th March and 30th June can be deferred.
- If you wish to defer your payment you should cancel your direct debit in plenty of time so that payment is not attempted. You do not need to apply to defer your payment or inform HMRC.
- VAT returns should be submitted as normal.
- Payments must be received by HMRC by 31st March 2021.