



Dear small business partner,

Last week, Mayor de Blasio announced that the outdoor dining season will be extended year-round and made permanent. See below for additional details on year-round outdoor dining, indoor dining (allowed beginning tomorrow, Wednesday, September 30), and more.

As always, if you have any questions please visit nyc.gov/reopeningbusinesses or call our hotline at (888) SBS-4NYC.

Details on Year-round Outdoor Dining

Adjacent Properties

The City will allow restaurants to expand seating to the frontage of adjacent properties, as long as the adjacent property owners formally agree to the use of the space for a specified period of time and commit not to charge a fee for its use. The City will work with the State Liquor Authority on any requirements associated with extending alcohol service to the expanded seating in front of adjacent properties. In early October, the New York City Department of Transportation (DOT) will issue a template agreement and provide instructions on how to file the agreements. Adjacent properties may not be used prior to the release of official instructions and formal agreements.

Heating

As cooler weather arrives, the City will allow restaurants to incorporate heating elements into their outdoor dining setups. Electrical heaters will be allowed on both sidewalk and roadway. Propane and natural gas heaters will be allowed on sidewalks only; they will remain prohibited in roadway seating. Propane will require a permit from FDNY and compliance with FDNY regulations for outdoor use, handling and secure outdoor tank storage overnight. Official guidance on what will be considered approved installation and use of heating elements will be released before the end of September, and restaurants are prohibited from installing heating elements until guidelines are released and followed.

Tents

Restaurants will also be permitted to use tent enclosures to keep diners warm. In partial tent enclosures, at least 50% of the tent's side wall surface area must remain open and

electrical heaters are allowed. In full tent enclosures, the tentâ€™s side walls may be closed but occupancy limitations will be capped at 25% of capacity, and indoor dining guidelines must be followed; electrical heaters will also be allowed. Enclosed structures, such as plastic domes, will be allowed for individual parties and must have adequate ventilation to allow for air circulation.

Roadway Safety

As the programs duration will now continue through the winter months, and winter weather creates potential for inclement weather to impact road conditions, the City will engage the restaurant industry and other stakeholders to develop additional safety features to further strengthen roadway barriers. To ensure timely implementation, the City will require restaurant owners to comply with new safety features by November 15, 2020. In addition, significant snow events may necessitate the temporary removal of some barriers from the roadway.

[Find More Details in the Press Release](#)

Guidelines for Indoor Dining

In addition to the State-issued summary guidelines, affirmation document, and business plan, NYC Health has made available downloadable contact tracing logs for employees and customers, a checklist for Indoor Dining for restaurant operators, and more. Please use the buttons below to see all available materials.

State Resources

[Read the Summary Guidelines](#)

[Read and Affirm Detailed Guidelines](#)

[Print the Business Safety Plan](#)

NYC Resources

[General Food Services Guidance](#)

[NYC Indoor Dining FAQ](#)

[COVID-19 Employer Contact Log: Customer Template](#)

[COVID-19 Employer Contact Log: Employee-Vendor Template](#)

[What Food Service Establishments Need to Know About Indoor Dining](#)

[Reopening New York City: Checklist for Food Service Establishments Offering Indoor Food Service](#)

Dining at a restaurant? Remember the Core Four.

1. Stay home if you're sick. You can have your food delivered!
2. Keep physical distance. Stay six feet from restaurant staff and others.
3. Wear a face covering when not seated and when not eating or drinking. You can be contagious without symptoms.
4. Keep your hands clean. Wash your hands or use sanitizer when you enter or leave a restaurant.

New York Forward Loan Fund

Last week, the Empire State Development (ESD) announced that Paycheck Protection Program (PPP) recipients are now eligible to receive low-interest loans from the New York Forward Loan Fund (NYFLF).

» This conditional change will provide the Fund's network of lenders and financial institutions with greater flexibility and enable them to provide more small businesses with working capital to cover expenses associated with reopening.

[Read the Press Release](#)

Information from National Grid

We recently received the below information from National Grid. If you are a National Grid customer, please keep on the lookout for direct communication from them as well.

There are two changes expected in the next few weeks.

- National Grid is restarting most types of service work, including some services that may require them to enter your business. All field employees will be screened daily for illness, they will be wearing protective gear, and theyâ€™ll be practicing social distancing.
- This gradual return to normal operations also means that National Grid will be resuming collections activities for business customers in the next few weeks. Interest, nonpayment fees, and late payment charges will continue to be suspended until further notice, however disconnection notices for nonpayment is currently scheduled to resume in October 2020.

If, at any point, you or someone you know is having difficulty paying your bill â€” please contact National Grid. A number of payment options, including a \$0 down, 0% interest COVID-19 payment plan, is available for eligible customers.

If you are located in Staten Island, Brooklyn, or Queens, call 1-718-643-4050.

If you are located in the Rockaways, call 1-800-930-5003.

You may also visit ngrid.com/ny-covid-billhelp.

The deadline to fill out the census has been extended into October!

As New York City faces unprecedented challenges in the fight against COVID-19, we must also remember that there is a critical step each of us must take to help rebuild New York City into the future - and that is completing the 2020 Census.

Filling out the census has never been more important. The census determines how the federal government allocates hundreds of billions of dollars every year to states and cities for important programs and services we all rely on, including education, housing, transportation, and even health care. Our City relies on census data to make critical decisions every day, including planning for vaccinations, affordable housing, sanitation and transportation services, and more.

This year, filling out the census is easier than ever. The census asks just 10 simple questions that can be answered in just a few minutes online by visiting my2020census.gov, or by calling 844-330-2020 for assistance in English.

[Fill Out the Census](#)

Get Tested!

Together we can stop the spread, keep ourselves and our loved ones safe, and help NYC recover by practicing these 5 steps:

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1. Wash your hands
2. Practice Social Distancing
3. Wear a Face Covering
4. Stay Home if You're Sick
5. **Getting Tested** -- regardless of symptoms, you should get tested. Find a test site near you by visiting nyc.gov/covidtest or by texting COVID TEST to 855-48.

If you may have been exposed (maybe you've been in a large crowd), have symptoms, or are planning to visit a loved one who is at risk, you should get a COVID-19 swab test. Most results are returned in about 3 to 5 days. Even if you do not have symptoms or if you are unsure if you were exposed to COVID-19, you should still get tested to just be safe. New Yorkers who test positive for COVID-19 will receive a call from the Test & Trace Corps to make sure that they receive care, and can safely separate to prevent the spread.

Be sure to answer any calls from NYC Test+Trace or (212) numbers to get free resources and support.

Learn more about how New York City is here to help you with FREE resources at testandtrace.nyc.

Thank you for doing your part to keep NYC healthy and safe from COVID-19!

[Get Tested](#)