

UNEMPLOYMENT INSURANCE FOR FURLOUGHED WORKERS

How to apply for benefits if you've been temporarily laid off

APPLY FOR BENEFITS

You can apply for benefits (also known as filing a claim) online or by phone. Be on the lookout for your Unemployment Insurance (UI) Finding letter 7-10 days after filing. This letter will contain your weekly benefit amount and the first date you need to certify.



CERTIFY FOR BENEFITS



Remember: Certification is how you are paid benefits. On the date indicated in your UI Finding letter, go online and answer the certification questions about your previous two weeks of unemployment. Prepare to report whether you worked and the amount of gross wages earned for each of the past two weeks.

RECEIVE BENEFITS

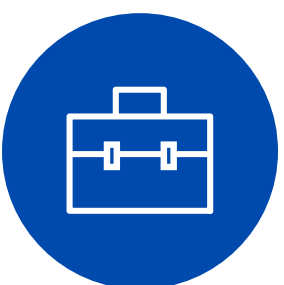
2-3 days after certifying for benefits, if you are eligible, payment will be made on your debit card or through direct deposit. You must continue to certify (on the same day of the week indicated in your UI Finding letter) every two weeks as long as you are unemployed to continue receiving benefits.



AM I ABLE AND AVAILABLE TO WORK?

When certifying, you will be asked if you are able and available to work. Generally, if a furloughed worker is physically able to perform their job and is just waiting to be called back to work, they are able and available to work.

WHEN YOU GO BACK TO WORK



Whenever you certify, you must report if you worked and/or earned wages for each of the last two weeks. If your earnings match or exceed your weekly benefit amount, you are ineligible to receive benefits for that week. If you included a return-to-work date in your initial claim, you also cannot receive benefits after this date, unless it is updated in your account.

IF YOU ARE SEPARATED FROM WORK AGAIN

If you are separated from work again, you must file an Additional Claim as soon as possible. You **cannot** continue certifying under your previous claim. Click [here](#) for more info on additional claims.



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