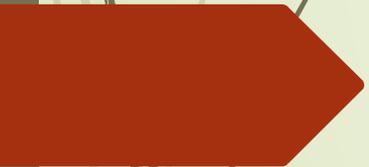




Iowa Workforce Development

Benefits Bureau





History of Unemployment Insurance

- ▶ The idea of unemployment insurance in the United States originated in Wisconsin in 1932.
- ▶ In the United States, there are 50 state unemployment insurance programs plus one each in the District of Columbia, Canada, Puerto Rico and the Virgin Islands.
- ▶ Through the Social Security Act of 1935, the federal government of the United States effectively encouraged the individual states to adopt unemployment insurance plans.
- ▶ The program we have today was instituted by President Roosevelt out of his “New Deal” during the depression.



What is Unemployment Insurance

- ▶ The intent of unemployment insurance is to pay benefits to eligible claimants during periods of unemployment when suitable work is not available.
- ▶ Unemployment Insurance is not based on need; it provides temporary benefits when someone is:
 - ▶ Unemployed or working reduced hours through no fault of their own
 - ▶ Able to work and available for work
 - ▶ Actively looking for work



Quick Stats for Fiscal Year 2021

- ▶ **For 2021 IWD paid out roughly 1.3 billion dollars in benefits.**
- ▶ **393,991 initial and additional claims.**
- ▶ **4,530,265 Weekly claims filed**



Eligibility Requirements

- **Be totally or partially unemployed**
- **Have worked and earned a certain amount of wages in covered employment in the last 15 to 18 months**
- **Be able to work and available for work**
- **Be actively seeking work with employers**
- **Completing four reemployment activities per week**
- **Attempting to claim and receive unemployment benefits fraudulently can result in loss of benefits, repayment of benefits, fines and/or imprisonment.**



Monetary Record

- ▶ **Claimant will receive a monetary record after they file listing:**
 - 1. The beginning date of the claim**
 - 2. The four-quarter base period**
 - 3. The gross wages paid to the claimant in the base period by each employer covered by unemployment insurance**
 - 4. The weekly benefit amount (WBA) if earnings were high enough to qualify**
 - 5. The maximum benefit amount (MBA)**



What are the Wage Requirements?

- ▶ **Earned and paid wages by covered employers in two or more quarters of the claimant's base period**
- ▶ **Total base-period earnings of at least 1.25 times the wages the claimant earned in the highest base-period quarter**
- ▶ **A minimum amount of wages in the high and low quarters of the base period (Program Year 22-23)**
 - ▶ **High-Quarter Minimum = \$1,890**
 - ▶ **Low-Quarter Minimum = \$950**



Weekly Benefit Amount (WBA)

- ▶ **In Iowa the WBA is determined by the gross wages from all covered employers in the high quarter of the base period and by the number of dependents claimed**
- ▶ **The minimum and maximum WBAs change each fiscal year for new claims filed the first Sunday in July or after**
- ▶ **The minimum WBA is \$82.00 and the maximum is \$676.00**



Maximum Benefit Amount

- The most the claimant can receive during the benefit year is 16 times the WBA or one-third of the total base-period wages, whichever is less.
- Exception:
 - If the claimant is unemployed due to the employer closing at the location where the claimant was last employed, the MBA may be increased to 26 times the WBA or one-half the total base-period wages, whichever is less
 - The WBA does not change due to a business closing



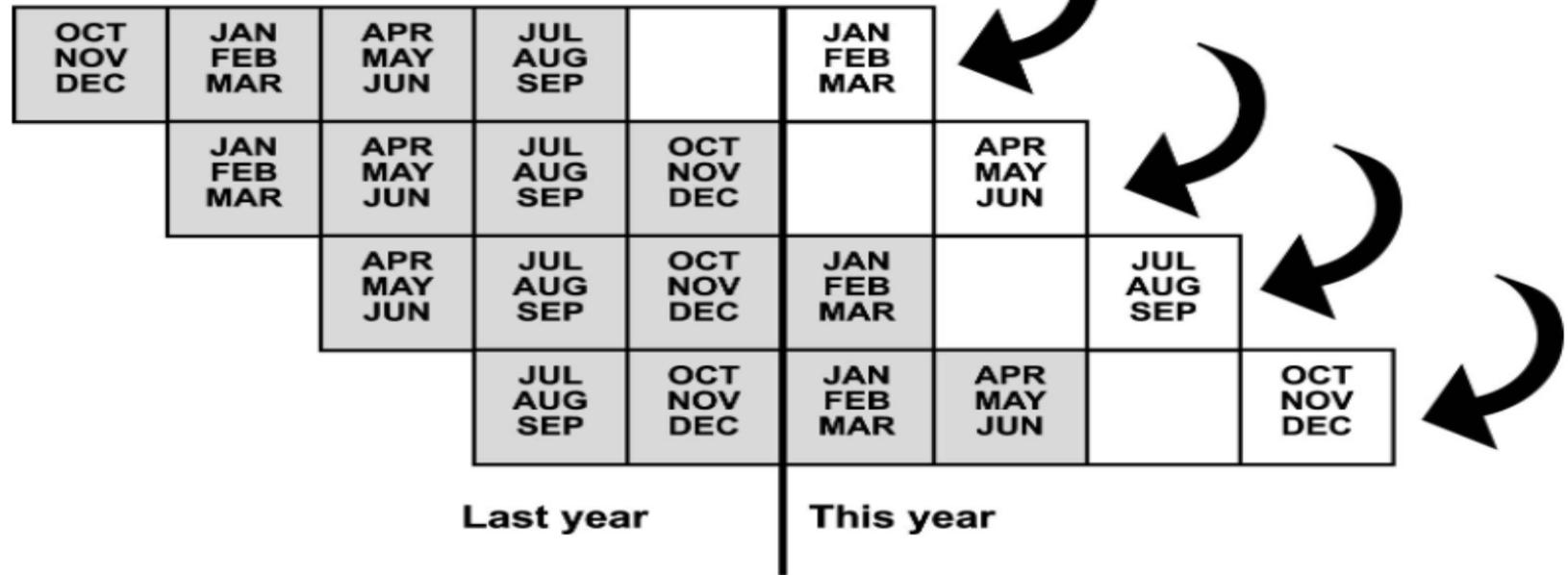
Base Period

- ▶ **A four-quarter (one-year) period of time from which the WBA amount and MBA amount are determined**
- ▶ **Determines the amount of unemployment benefits the claimant receives**
- ▶ **The first four of the last five completed calendar quarters at the time the claimant files the initial claim for benefits**
- ▶ **Lag Quarters**
- ▶ **Alternate Base Period (ABP)**
 - ▶ **If a claimant does not monetarily qualify using wages in the regular base period, then ABP can potentially be added**
 - ▶ **To do this, the oldest quarter is dropped and the lag quarter (most recently completed quarter) is added**

Base Period

Base period is the shaded area.

If Claim is Filed in:





Notice to Employers

- ▶ **If the claim is determined monetarily eligible, a Notice of Claim (form 65-5317) or SIDES notice is sent to the claimant's most recent employer and to all employers in the claimant's base period**
- ▶ **If the employer believes they should not be charged, the employer may protest by stating the reason on the notice and returning it to IWD**
- ▶ **However, if the individual received or will be receiving vacation, severance, dismissal pay, separation allowance, wages in lieu of notice or holiday pay, the employer should report the payment, amount of payment and the dates to which it is to be applied on the form.**
- ▶ **Responses must be postmarked or received by IWD no later than 10 days from the date the notice was mailed**

Notice of Claim

A former employee has filed a claim for unemployment insurance benefits.
65-5317 (07-13)

M0000491

Name	01-1390
Iowa Employer Account Number	Social Security Number
341936-000	4896
2 Dependents Claimed	Effective Date
3 Weekly Benefit Amount	04/05/2015
2	Date Mailed
\$225	04/08/2015
	Due Date
	04/20/2015
	Employer Address

As an employer of this claimant within the past 18 months from the effective date of claim, your account may receive charges based upon wages you have paid this claimant unless you provide Iowa Workforce Development with information justifying relief from such charges. Any benefits paid may result in a rate increase to your account.

\$5,551.95
GOOD MART INC
% SAIED MIAN
923 W 7TH ST
SIOUX CITY IA 51103

BASED ON CLAIMANT INFORMATION, YOU MAY BE NOTIFIED ABOUT A FACT-FINDING INTERVIEW PRIOR TO RETURNING THIS NOTICE. YOU STILL MUST RETURN THIS NOTICE BY THE DUE DATE TO REPORT OTHER ISSUES OR PAY.

The employer statement of protest section, including full date, must be completed on all responses. The information provided below in the employer statement of protest section must be certified correct, which can be accomplished by completing and signing the signature section on this form. Incomplete protest forms will be returned to the employer with the same protest due date. Protest forms submitted to Iowa Workforce Development must be postmarked or faxed by the due date shown above. No reply is necessary if the claimant was laid off for lack of work, unless the claimant received (or will receive) one of the following payments: vacation pay, severance pay, dismissal pay, separation allowance, wages in lieu of notice or holiday pay.

I am not protesting this claim.

Employer Statement of Protest Claimant may be subject to disqualification because of the following selected item(s):

- 1. The individual never worked for this employer.
- 2. Quit voluntarily without good cause attributable to employer on: _____ Date
- 3. Left Employment to take other employment on: _____ Date
- 4. Worked in part of my business which was sold on: _____ Date
- 5. Discharged for misconduct in connection with work on: _____ Date
Provide in the remarks section what was the damage or business loss, dates of occurrences and warnings, names and titles of individuals involved in the reprimand and/or discharge for the instance(s).
- 6. Refused suitable work or recall to work on: _____ Date
Provide in the remarks section, the work offer extended such as shift hours per week, pay, job, company official making the offer and other such facts. If refusal of recall, explain prior employment.
- 7. Still employed
 - Part-Time Full-Time Hours reduced by employer
 - Employee requested reduced hours No change in hours
 - Temporary lay-off _____ Date to _____ Date
 - Attend apprenticeship training _____ Date to _____ Date
 - Other _____

Complete regarding benefits paid to claimant (after separation or on last paycheck and not including bonuses or sick pay)

- 8. Involved in a union labor dispute/strike on: _____ Date
- 9. Complete only for employees of educational institutions and athletes
 - a. Will perform services before and after the customary vacation or holiday recess.
 - b. Has a reasonable assurance or contract for performing such service in second or successive term/year: _____ Date Offered

- 10. If the claimant worked during the week of their separation, please provide:
Number of hours worked that week: _____
Gross wages paid: _____
- 11. Received vacation pay
Number of days/hours: _____
Gross amount paid: _____
Failure to provide the time for which vacation pay applies, shall result in the entire vacation pay amount being applied to a five day time period.
- 12. Received severance pay, dismissal pay, separation allowance or wages in lieu of notice:
Number of hours/days/weeks: _____
Gross amount paid: _____
a. Was there a severance agreement? No Yes
(If yes, please attach a copy of the agreement)
- 13. Received holiday pay for: _____ Date
- 14. Gross wages earned (YTD): _____

Remarks: _____

Fact-Finding Interview Information

If you checked disqualification(s) 2 thru 9, a fact-finding interview may be necessary. You will be notified by mail of the time for the fact-finding interview and the fact-finding interview will be conducted by telephone unless it is impractical to do so.

Fact-Finding Interview Participant (please print legibly)

Name _____
Title _____
Telephone # _____
Fax # _____

Certified Correct By (written signature required)

Signature: _____
Print Name: _____
Title: _____
Telephone # _____
Fax # _____

Supporting documents may be submitted with this form to be considered during the telephone fact-finding interview. Information submitted concerning this Unemployment Insurance claim will be available to interested parties.

You must make a copy of this form before returning it if you wish to retain a copy for your records.

To protest this claim for unemployment insurance benefits and/or to report payments applicable to the days/weeks following the effective date of this claim, please complete and return this form.

No reply is necessary if the claimant was laid off for lack of work, unless the claimant received (or will receive) one of the following payments: vacation pay, severance pay, dismissal pay, separation allowance, wages in lieu of notice or holiday pay.

Please return to Iowa Workforce Development by any of the following ways:



Mail Iowa Workforce Development
PO BOX 10331
Des Moines, IA 50306

Fax 515-281-6208
515-725-2938
515-242-0497
(Please do not return original if faxing)

A former employee has filed a claim for Unemployment Insurance Benefits Notice of Claim - 201A

Equal Opportunity Employer/Program.
Auxiliary aids and services are available upon request to individuals with disabilities.
For deaf and hard of hearing, use Relay 711
65-5317 (11-14)



SIDES – State Information Data Exchange System

- U.S. Department of Labor product that 48 states are utilizing
- 10,000 Iowa employers utilizing this product
- FREE (saves time and money)
- Ability to submit the notice of claim electronically through e-mail
- Security
- Receive electronic time and date stamp
- DOL tutorial at <http://info.uisides.org>
- IWD-SIDESINFO@IWD.iowa.gov – e-mail for questions
- <https://www.iowaworkforcedevelopment.gov/sides-information-employers>

How SIDES works....



How to Improve UI Communications with Employers





State Information Data Exchange System (SIDES)

- ▶ Created through a partnership with National Association of State Workforce Agencies (NASWA), United States Department of Labor (USDOL), states and third-party administrators (TPAs)
- ▶ **THERE ARE TWO OPTIONS TO PARTICIPATE IN SIDES:**
 - ▶ SIDES E-Response is designed for employers and TPAs with a lower volume of UI claims and does not require any special programming or software.
 - ▶ SIDES Web Service is designed for employers and TPAs with a higher volume of UI claims or those who operate in multiple states. This option requires the employer or TPA to do programming.
- ▶ For additional information on these options please visit <http://info.uisides.org>.



Benefits of participating in SIDES:

➤ **BENEFITS AND FEATURES OF SIDES:**

- Streamlines communication to improve timeliness.
 - Transmits confidential information securely.
 - Reduces errors common with paper forms.
 - Uses a standard industry format for all participating states.
 - Sends notifications faster, allowing more time to gather information.
 - Allows employers and TPAs to upload supporting documentation.
 - Saves time, administrative costs, and mailing expenses.
 - Reduces improper payments.
- 



How do I sign up for E Response?

- ▶ send an e-mail to IWD-SIDESINFO@iwd.iowa.gov
- ▶ please include the following information:
 - ▶ Federal Employer Identification Number (9 digit Federal Account number)
 - ▶ State Employer Identification Number (Iowa employer account number - a 6 digit number with a 3 digit location code)
 - ▶ Contact E-mail address (E-mail address where IWD will send notification that Notice of Claim records have been posted to your account)

What happens once I request to sign up?

- Once a request to sign up is received, IWD will send an email with instructions and a PIN (there will be 1 PIN per employer)
- You will start receiving e-mail notifications of claim filings
- **How will I know that I have claim records to review?**
 - An e-mail with login instructions will be sent to you each day that an item is posted to your account.

From: IWD-SIDESINFO@iwd.iowa.gov <IWD-SIDESINFO@iwd.iowa.gov>

Sent: Friday, April 8, 2022 7:30 AM

To:

Cc: [IWD-SIDESInfo <iwd-sidesinfo@iwd.iowa.gov>](mailto:iwd-sidesinfo@iwd.iowa.gov)

Subject: IWD posted SIDES E-Response notice(s) for account number XXXXXXXXXX that will be due by: 04/18/2022

Iowa Workforce Development has posted one or more Notice of Claim (65-5317) request(s) to the SIDES E-Response account for XXXXXXXXXX. The response deadline for each request posted today will be 04/18/2022.

To access your account, please see the link below.

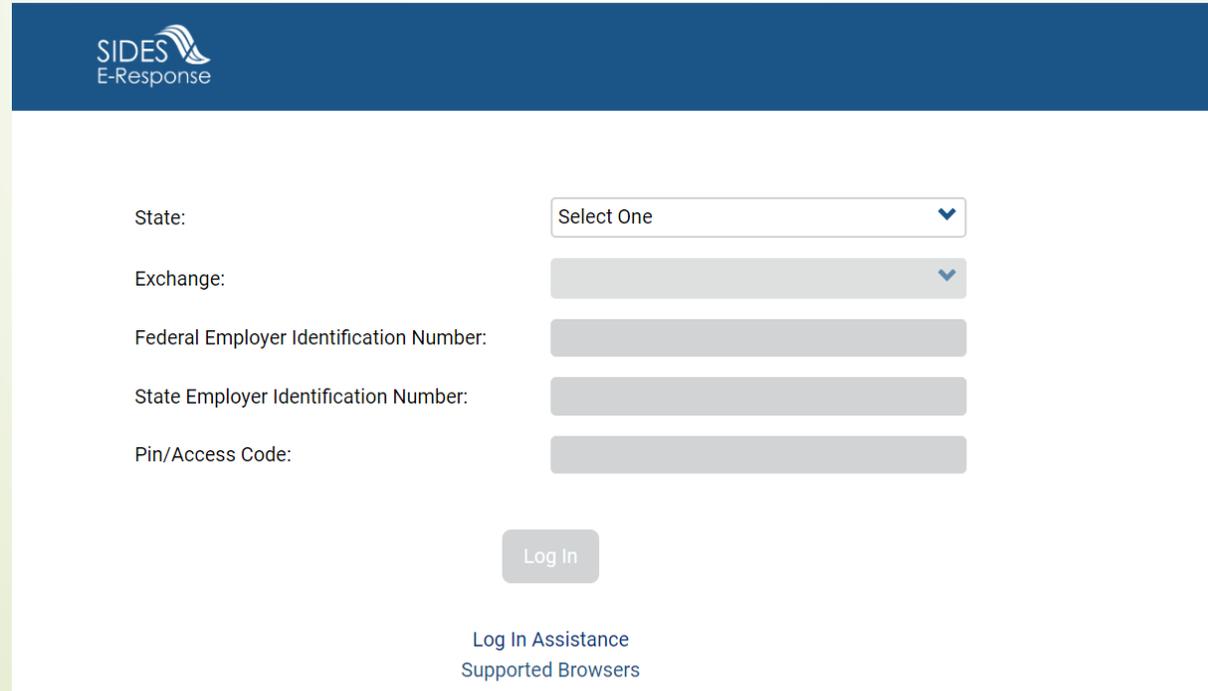
<https://uisides.org>

Please make sure to respond to every notice of claim you receive. Your response will assist IWD in determining if benefits will be paid, which can affect your tax rate and quarterly charges. If you have misplaced or forgotten your PIN, or if your e-mail contact information has changed, please contact IWD using one of the following methods:

E-mail: IWD-SIDESINFO@iwd.iowa.gov

How do I login to E Response?

- ▶ There is a link in the e-mail notification you receive: <https://uisides.org>
- ▶ Once you click this link, you will see a login screen.
- ▶ Select 'Iowa' for the state and Separation Information for the Exchange. You will then enter your FEIN, SEIN, & PIN



The screenshot shows the SIDES E-Response login interface. At the top left is the SIDES E-Response logo. Below it are five input fields: 'State' (a dropdown menu showing 'Select One'), 'Exchange' (a dropdown menu), 'Federal Employer Identification Number' (a text input field), 'State Employer Identification Number' (a text input field), and 'Pin/Access Code' (a text input field). A 'Log In' button is centered below the fields. At the bottom, there are links for 'Log In Assistance' and 'Supported Browsers'.



SIDES.iowa.gov

- ▶ Enter this information in to your browser and search – it will take you to our web site with all of the SIDES information.
- ▶ New video on the web site:
<https://www.iowaworkforcedevelopment.gov/sides>
- ▶ Great resource is our *IowaWORKS* offices located through out the state of Iowa.
- ▶ SIDES responses can be amended prior to the due date



Notice of Separation

- Employers are urged to go online to this link: <https://uiclaims.iwd.iowa.gov/EmployerSeparation/> to electronically file a Notice of Separation whenever an individual leaves employment for any reason other than a lack of work or refuses your employment.
- A paper copy of the Notice of Separation may be sent to IWD instead of filing electronically
- The employer should retain a copy of the report for their record
- By filing a Notice of Separation with IWD, the employer protects his or her interests and no charges can be made against the employer's account until any separation issues or allegations have been resolved
- It ensures a protest will be entered if the claimant files a claim

Notice of Separation

EMPLOYER & BUSINESS QUICK LINKS

Post a Job

Unemployment
Insurance Tax & Audit

Business Services

Business Closure and
Layoffs

Veteran Services

Employer Incentives

IowaWORKS Centers

Iowa Workforce Development (IWD) offers a variety of services to employers and businesses whether they are developing, expanding, or consolidating. Employer benefits include:

- Recruitment
- Tax credits
- Training
- Labor Market Information
- Unemployment Insurance

IowaWORKS staff is available with tools and resources to facilitate Iowa employer needs.

HOME BASE IOWA

Of all the great reasons to hire veterans, this one might be the greatest: They bring a skill set developed under some of the most challenging conditions imaginable.

Veterans know how to get the job done right. Their leadership skills and strong work ethic are complemented by integrity and loyalty, so they make valuable, trustworthy additions to any team.

[Home Base Iowa's website](#) has all the necessary information to find talented work.

NOTICE OF SEPARATION OR REFUSAL OF WORK

To automatically report to IWD an employee separation or refusal of work, please provide the requested information on the [Notice of Separation or Refusal of Work web form](#).

Quick and Easy

Iowa Workforce Development

Notice of Separation or Refusal of Work

Iowa Employer Account Number* (Example: account number 123456 would be entered as 00123456)	<input type="text" value="00461889"/>
Telephone number(beginning with area code) for fact-finding interview*	<input type="text" value="7127730054"/>
Individual's Social Security Number*	<input type="text" value="123456789"/>
Date of separation or refusal to work*	<input type="text" value="10/19/2016"/> <input type="button" value="🗑"/>
Reason Employment Was Terminated*	<input type="text" value="Voluntary Quit"/> ▼



Fact Finding Interviews

- ▶ **IWD may arrange a fact-finding interview on all contested issues**
- ▶ **IWD mails a notice for the UI fact-finding interview to the employer and the claimant**
- ▶ **The notice will include the scheduled date, time and the telephone numbers the fact-finder will call for the interview**
- ▶ **Fact-finding interviews cannot be rescheduled due to the amount that are scheduled.**



Fact Finding Interviews

- ▶ **Recorded and Conducted over the Phone**
- ▶ **Conducted by trained Workforce Advisors (6 months)**
- ▶ **1st Level of Adjudication - Informal**
- ▶ **Gather the Facts and Issue a Decision based on those facts**
- ▶ **The IWD Benefits Bureau conducts 225 Fact-Findings Daily, over 300 during the winter months.**



Employer Participation

- ▶ **Employer may be charged for benefits paid if they fail to participate and the initial decision is reversed on appeal**
- ▶ **Key person with first-hand knowledge should participate**
- ▶ **Fax or mail a detailed statement if you cannot participate**
- ▶ **Stick to pertinent facts (start with the most recent/final incident)**
- ▶ **Submit any documents that are pertinent (time cards, payroll, warnings, etc.) – these can all be attached on the SIDES e-response.**
- ▶ **If you do not want to participate in the fact finding interview, you may send a statement to IWD prior to the day of the interview indicating this, however you may still be contacted for participation due to Department of Labor requirements to obtain information.**



Tips for Employers

- **Establish a list of reasonable company rules and ask all employees to read and sign it**
- **Enforce rules uniformly**
- **Make certain the discharge is for a current act (a list of violations that occurred in the past is, in itself, not sufficient)**
- **Make warnings about misconduct to an employee clear and to the point; give the employee an opportunity to improve**
- **Document all conversations with employees where work rules and performance are discussed**
- **When appropriate, request signatures acknowledging conversations**



Burden of Proof

Employer

- Discharges
- Job Refusals
- Labor Disputes
- Disqualifying Income
- Vacation pay

Claimant

- Voluntary Quits
- Able and Available for Work
- Earnestly and Actively seeking work
- Re-qualifications
- Quits for good cause attributable to the employer.



Discharges

- ▶ **Common types of discharges include**
 - ▶ **Attendance**
 - ▶ **Insubordination**
 - ▶ **Language**
 - ▶ **Fighting**
 - ▶ **Drug abuse**
 - ▶ **Make sure the company you use to facilitate the drug testing does a split sample, testing one sample and saving the other just in case the claimant requests it as well as sends the results of the drug test by certified mail (Iowa Code 730.5)**
 - ▶ **Off-duty conduct**
 - ▶ **Gross misconduct**
 - ▶ **Is established for theft of company property with a value in excess of \$200**



Voluntary Quit Where the Claimant May be Allowed UI Benefits

- ▶ **Leaves work to take care of a member of the individual's immediate family who is injured or ill.**
- ▶ **Leaves work on a licensed physician's advice for personal illness, injury, or pregnancy.**
- ▶ **Leaves work on a licensed physician's advice to take a family member to a different climate for health reasons.**
- ▶ **Leaves work for compelling personal reasons (for a period not to exceed 10 working days) after notice to the employer.**

Note: Claimant is ineligible for benefits during period of absence and must return to work but be refused work to be eligible.



Voluntary Quit Where the Claimant May be Allowed UI Benefits

- **Quit to accept other employment**
- **Leaves work due to illness or injury that arose during the course of employment and caused by the employment**
- **Leaves work due to a change of ownership that did not result in an offer of suitable work**
- **Substantial change in the contract of hire**
- **Employees of companies or organizations with Supplemental Unemployment Benefit (SUB) plans are eligible**



What Does Able and Available Mean

- ▶ **Must be physically able to work while claiming benefits, each week.**
- ▶ **If the claimant is ill, on vacation, injured, or on medical leave during the majority of the week, he or she will not be eligible.**
- ▶ **Claimant is required to report any condition that would prevent him/her from working, accepting work or seeking work.**
- ▶ **This includes, but is not limited to:**
 - Illness, injury, hospitalization, incarceration, school attendance, out of town or on vacation, loss of child care or transportation.**



Refusal of Suitable Work

➤ Rules

- **Job offer must be in-person (or live on the phone)**
- **Job offer may be sent (by certified mail)**
- **Must be an actual job offer, by a person authorized to make the offer (an invitation to apply for a job is not an offer)**
- **The offer must include the hours, rate of pay and start date**

What Wage the Claimant Must Accept

- ▶ A job offer is considered not suitable if the wages are below the following percentages of the AWW:
- ▶ 100% during 1st week of claim
- ▶ 90% during 2nd and 3rd week of claim
- ▶ 80% during 4th and 5th week of claim
- ▶ 70% during 6th through 8th week of claim
- ▶ 60% after the 8th week of the claim. However claimants are not required to accept employment below the federal or state minimum wage
 - ▶ Example: The high quarter (HQ) earnings during the base period were \$5,200, so the AWW is calculated at \$400 per week (\$5200 divided by 13)
 - ▶ The AWW of \$400 per week equals \$10 per hour, assuming 40 hours a week.
 - ▶ A job offer may be considered suitable if the offered wages are at or above the following percentages of the AWW: 100% (\$400/wk in this example) if work is offered in the first week of the claim, 90% (\$360/wk in this example) if work is offered during the second and third weeks of the claim, etc.



Temporary Lay Off

- ▶ **What is the meaning of TLO:**
 - ▶ **Temporarily unemployed**
 - ▶ **Employee expects to be recalled by their former employer within a reasonable period of time (4 weeks or less)**
 - ▶ **If a claimant is expected to be laid off for more than four weeks, they will need to complete four reemployment activities each week (Union members should be checking with their union hall each week)**



What can be Deducted from Benefits?

- ▶ **Vacation pay and/or PTO: 100% deductible for the first five workdays following the last day worked**
- ▶ **Holiday pay: Deductible as wages only if claimant is entitled**
- ▶ **Severance pay, dismissal/termination pay, separation allowance, wages in lieu of notice: 100 percent deductible**
- ▶ **Temporary Total Disability pay under workers' compensation: 100 percent deductible**
- ▶ **Tips, gratuities, commissions, bonuses and incentive pay earned while claiming benefits: Deductible as wages**
- ▶ **Pensions:**
 - ▶ **Portion contributed by base period employer (100% employer contribution plans only)**



Reemployment Case Management

- **Reemployment Case Management (RCM)**
 - **RCM is an extension of similar programs funded by the U.S Department of Labor through Reemployment Services and Eligibility Assessment (RESEA) grants. Such programs have been proven to decrease the amount of time spent on unemployment benefits and to help claimant land better jobs.**
 - **Career Planners work directly with unemployed claimants to provide them with training and educational opportunities in high-demand careers.**
 - **Once a person files an unemployment claim a Career Planner from IowaWORKS contacts the customer the following week. The customer meets with a Career Planner on a regular basis and will be signed up for reemployment services such resume, interviewing and mocking interviewing workshops. The Career Planner also reviews their required job searches to ensure the customer is applying for careers within their area of expertise and are making a good faith effort in obtaining their next career. They will also be provided with other resources to upskill so they can be eligible for in demand employment. The customers are also notified of local hiring events including in person and virtual events. Customers continue to meet with a Career Planner on a regular basis until they obtain employment and will continue to participate in reemployment activities until employed.**
 - **Claimants must take part in four reemployment activities per week that need to be recorded in Iowa Works and certified before filing a weekly claim.**
 - **Effective January 9th, 2022**



Acceptable Reemployment Activities

- ▶ At least three of the four activities reported each week must be one of these:
 - ▶ Apply for a potential job opening by submitting a resume or application through any of the following methods:
 - ▶ Online
 - ▶ In Person
 - ▶ Email
 - ▶ Fax/mail
- ▶ Take a Civil Service exam



Acceptable Reemployment Activities

- ▶ Any of the following activities also can be reported to meet a claimant's reemployment activity requirements for a given week. (The total number of activities must be four or more, including at least three from the above list.)
 - ▶ Create a reemployment plan (RESEA or other programs).
 - ▶ Attend any IowaWORKS workshop.
 - ▶ Attend a job fair sponsored by IowaWORKS or partners (Keep the flyer or advertisement).
 - ▶ Appointment with a Career Planner at an IowaWORKS office.
 - ▶ Appointment with a core WIOA partner (vocation rehabilitation services, adult education & literacy, employment services, training/education).
 - ▶ Mock Interview at IowaWORKS.
 - ▶ Attend a scheduled career networking meeting with IowaWORKS office.
 - ▶ Register with a placement facility of a school or college.
 - ▶ Interview for a job (virtually, in person, or at a job fair).
 - ▶ Veterans may submit a resume to Home Base Iowa (HomeBaseIowa.gov)



Voluntary Shared Work Program

- ▶ **Voluntary Shared Work Program (VSW) is Iowa's version of Short Term Compensation (STC)**
 - ▶ **The VSW program is intended for use as an alternative to layoffs and has been an effective tool for Iowa businesses experiencing a decline in regular business activity. Under VSW, work reductions are shared by reducing employees' work hours and Unemployment Insurance (UI) partially replaces lost earnings. By avoiding layoffs, employees stay connected to their jobs and employers maintain their skilled workforce for when business improves.**



Voluntary Shared Work Program

- **Employer Advantages**

- **With VSW, employers can:**

- **maintain productivity and quality levels (because the same experienced employees are doing the same work)**
 - **keep the ability to expand operations quickly when business conditions improve**
 - **reduce training costs by keeping the workforce intact**
 - **avoid costs related to hiring and reassignments**
 - **avoid transfers, demotions and tenure based layoffs**



Voluntary Shared Work Program

- ▶ **Employee Advantages**
 - ▶ keep job skills sharp
 - ▶ maintain a higher family income than with UI benefits alone
 - ▶ keep health insurance and retirement benefits
 - ▶ continue building job tenure
- ▶ **For additional information, go to :**
 - ▶ <https://www.iowaworkforcedevelopment.gov/voluntary-shared-work-program>

Summary of Legislative Bill HF2355

New claims filed as of July 3rd 2022 will fall under the new legislative changes. Those changes are listed below:

- ▶ The maximum total amount of benefits payable has changed from 26 weeks to 16 weeks.
- ▶ The maximum total amount of benefits payable on a business closing claim has changed from 39 weeks to 26 weeks.
- ▶ The wage requirement to determine if work is suitable is calculated using the wages earned in the high quarter of the base period. The high base period quarter is divided by 13 (the number of weeks in a quarter) to calculate the average weekly wage (AWW). Example: An individual's earnings in the high quarter are \$5200. To compute the AWW, divide \$5,200 by 13. The AWW is \$400 which equals \$10 per hour in a 40 hour work week. A job offer may be considered suitable if the offered wages are at or above the following percentages of the AWW:
 - ▶ 100 percent if work is offered in the first week of a claim
 - ▶ 90 percent if work is offered during the 2nd and 3rd week of a claim
 - ▶ 80 percent if worked is offered during the 4th and 5th week of a claim
 - ▶ 70 percent if work is offered during the 6th through the 8th week of a claim
 - ▶ 60 percent if work is offered after the 8th week of a claim
- ▶ Second-Level Appeal process now includes an option to file your appeal in District Court (there may be a filing fee to file the petition in District Court) in place of the EAB. Please see instruction on how to file a Second-Level Appeal in the Claimant Handbook.



Questions and Concerns

- UI Benefits Division: 866-239-0843 or uiclaimshelp@iwd.iowa.gov
 - Please note, employers will be asked verification questions and can only be given information that affects charges to their account.
- UI Tax Division: 888-848-7442 or iwduitax@iwd.iowa.gov
- UI Integrity: 866-239-0843 or uifraud@iwd.iowa.gov
- UI Appeals: 800-532-1483 or uiappealshelp@iwd.iowa.gov