

If you're filing for **UNEMPLOYMENT INSURANCE** due to the Covid-19 pandemic, **here is what you need to know.**

Information is changing rapidly. For official info check with the state unemployment office.

The fastest way to apply is online at
<https://www.dcnetworks.org>

Internet Explorer Recommended

If you have to apply by phone, dial 202-724-7000. Due to high call volume it is recommended to apply online. The Office of Unemployment Compensation is open Monday to Friday from 8:30am-4:30pm.

What you need to file:

- Your Social Security Number.
- Your most recent 30-day employer's name, address, phone number and dates of employment.
- Your Alien Registration Number, if you are not a US Citizen
- Your DD214, if you are ex-military
- Your Standard Form 8 or Standard Form 50, if you are a former federal employee
- Severance pay information (only applicable if you did or will receive severance pay)
- Information regarding any receipt of pension payments

Note: Washington D.C. has waived the one week waiting period and job search requirements.

If your claim is approved:

To maintain your unemployment benefits, you must:
Request unemployment insurance benefits each week beginning on the Sunday after you apply for benefits. This process can be completed online, by phone, or via regular mail using the mail in claim forms that are sent to your home address weekly.

Are unemployment insurance payments taxable?

Benefits are considered tax income for local and federal taxes. Recipients are able to choose their level of federal and local tax withholdings from their benefit payment.

You may be eligible if:

- You are self-quarantining
- Your hours are reduced
- You are an employee of a business that's required to shut down
- You left your job because your employer did not comply with DOH public safety directives
- You quit/were fired because your employer required you to show up to work after you were advised to self-quarantine

How much money can you receive?

Benefits are determined based on an average of your past year's earnings. The maximum weekly benefit is

Additional Federal Benefits

1. The Federal *Coronavirus Aid, Relief, and Economic Security Act* provides additional benefits to workers who qualify for UI benefits under state programs and to workers who do not qualify for their state program or have exhausted their state UI benefits.
2. Workers who *qualify* for state UI benefits described above may receive Pandemic Unemployment Compensation and Pandemic Emergency Unemployment Compensation.
 - a. Benefits available:
 - i. An additional \$600 a week on top of state UI benefits through July 31, 2020.
 - ii. Benefits are available for 39 weeks, not the usual 26 weeks
3. For workers who *do not qualify* for regular state unemployment compensation, or have *exhausted their benefits*:
 - a. You may qualify for Pandemic Unemployment Assistance if you:
 - i. Are looking for part-time work
 - ii. Do not have enough earnings to qualify for normal unemployment
 - iii. Are self-employed
 - iv. You are not working because:
 - You cannot start work or get to work because of the emergency;
 - Your worksite is closed due to the emergency
 - You are diagnosed with COVID-19, have the symptoms of COVID-19 or self-quarantine under the direction of a health-care provider;
 - A member of your household has COVID-19 or you are caring for a member of your household with COVID-19;
 - You have to take care of a child whose school or childcare facility is closed
 - You are the major earner in your household because the head of household died from COVID-19
 - If you had to quit your job as a direct result of COVID-19
 - b. Requirements:
 - i. You must certify that you are partially or fully unemployed and unable to work because of one or more of the reasons listed above
 - ii. You cannot work from home
 - iii. You are not receiving any paid sick leave
 - c. Benefits:
 - i. Benefits are available for a maximum of 39 weeks (including any weeks which a worker received state unemployment benefits)
 - ii. Benefit amount is \$600 per week (until 7/31/2020) plus ½ of the state's average weekly unemployment benefit, except for those who were eligible but exhausted state unemployment benefits, the amount is \$600 per week plus the full amount of the state benefit

