

UnLocal

# HOW TO APPLY FOR UNEMPLOYMENT IN NEW YORK STATE





# AGENDA

- 1. Unemployment Insurance**
- 2. How to apply for unemployment**
- 3. How to certify weekly**
- 4. Pandemic Unemployment Assistance  
and other unemployment extensions**

# Types of NY State Unemployment Insurance & Covid-19 Relief

# Can non-citizens apply for unemployment?

**Yes, but you must have work authorization (DACA or asylum applicants, for example) during the unemployment period.**

**\*H-1B visa exception**

# UI

**Unemployment Insurance**



# Regular Unemployment Insurance (UI)

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## Basic UI Eligibility:

- Must have lost your job through no fault of your own
- Must be capable and looking for work\*
- Must be **monetarily** eligible for benefits based on your prior income (at least \$2600 in a prior quarter)

**Unemployment Insurance lasts for 39 weeks, about 9-10 months**



# To apply for Unemployment Insurance, you will need:

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- Your employer's name and address
- Your employer's identification listed as EIN on your W-2 Form
- Past paystubs
- Your Social Security Number
- Your state ID number/drivers license number/A-registration number
- Your phone number & address
- Your routing number & bank account number \*





# How will I receive my unemployment?

1

## Direct Deposit

- Routing and Account number

2

## Debit Card

- Mailed to your home address



# To apply for unemployment online:

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1. Apply by last name:

a. A-F on Mondays

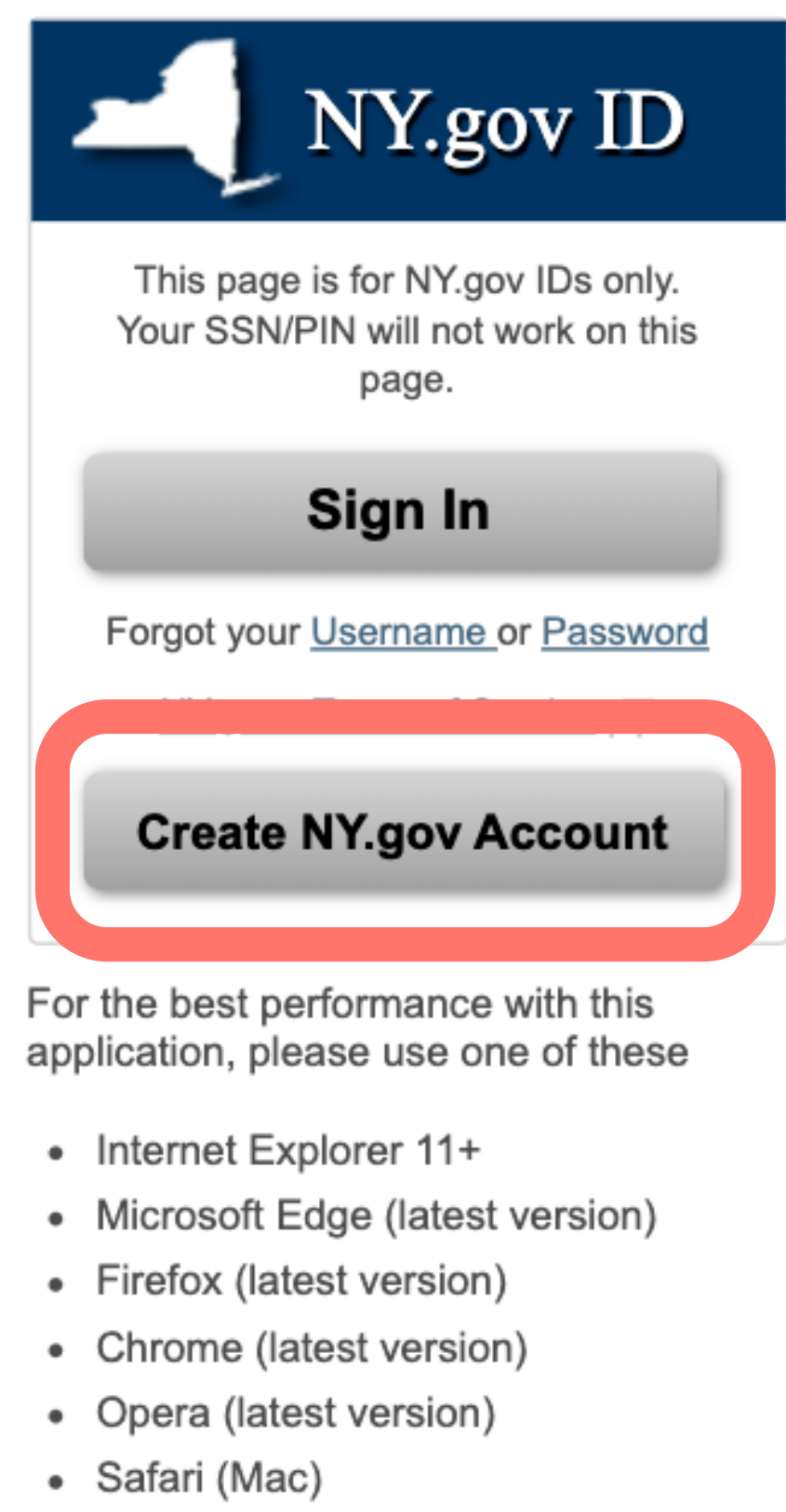
b. G-N on Tuesdays


c. O-Z on Wednesdays.

2. Begin by creating a NY Government

ID at <https://labor.ny.gov/signin>

a. Click the "Create NY.gov Account".



 **NY.gov ID**

This page is for NY.gov IDs only.  
Your SSN/PIN will not work on this page.

**Sign In**

Forgot your [Username](#) or [Password](#)

**Create NY.gov Account**

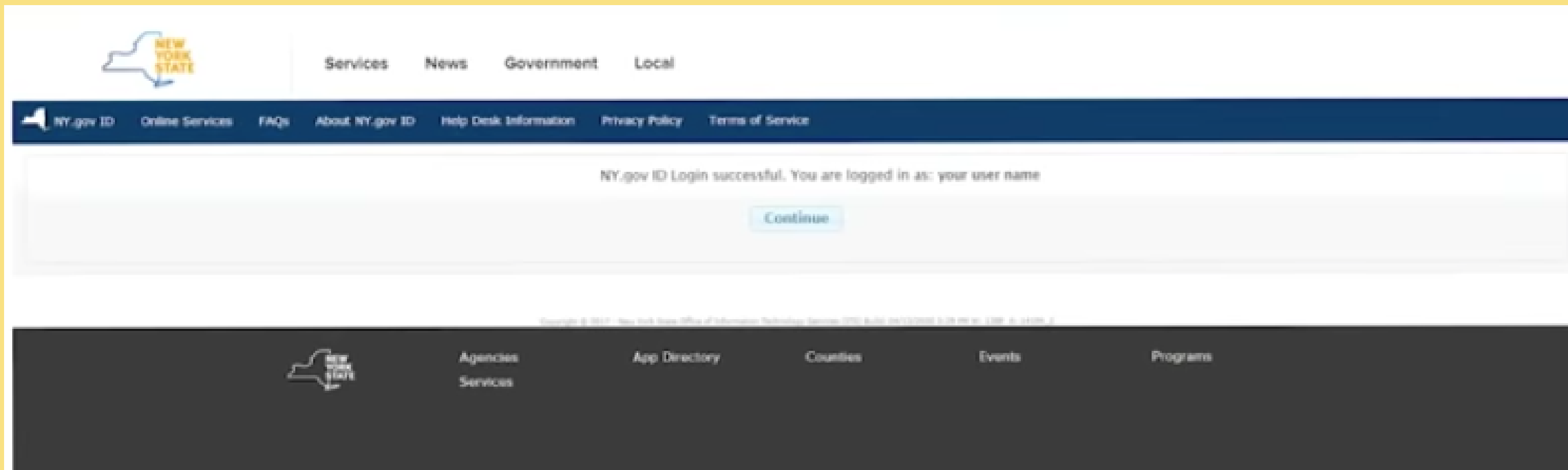
For the best performance with this application, please use one of these

- Internet Explorer 11+
- Microsoft Edge (latest version)
- Firefox (latest version)
- Chrome (latest version)
- Opera (latest version)
- Safari (Mac)

# To apply for unemployment online:

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3. Use your username and password to login at the NY.gov sign in page. The screen will say NY.gov ID Login successful.



# To apply for unemployment online:

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4. You will be prompted to a Welcome screen. Select the "File A Claim" Button.

Welcome, [REDACTED]

File a Claim

Please use this system to file your claim for Unemployment Insurance Benefits with the New York State Department of Labor. Once your application has been submitted, you will receive updates via your personal email or text message, as your claim is processed. Messages will confirm when your application has been received, when your application is being processed, when it is time to take further action, and when your claim is payable. We will also contact you if we require further information.

We encourage you to complete your claim in the next seven (7) calendar days to ensure that we can process your claim in a timely manner. If you began an application in this system between April 20, 2020, and July 9, 2020, that you did not complete and submit, you will need to start a new application because we have made changes to the document. Once completed, the new application you submit will be backdated to the date you became unemployed. You will receive all the benefits for which you are eligible.

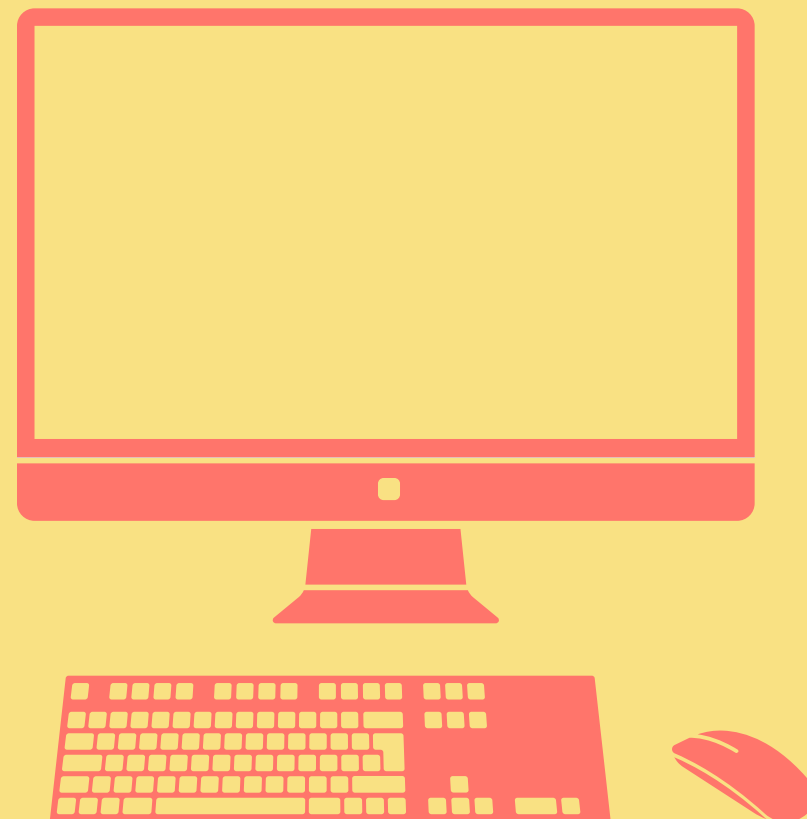
[FILE A CLAIM](#)

# To apply for unemployment online:

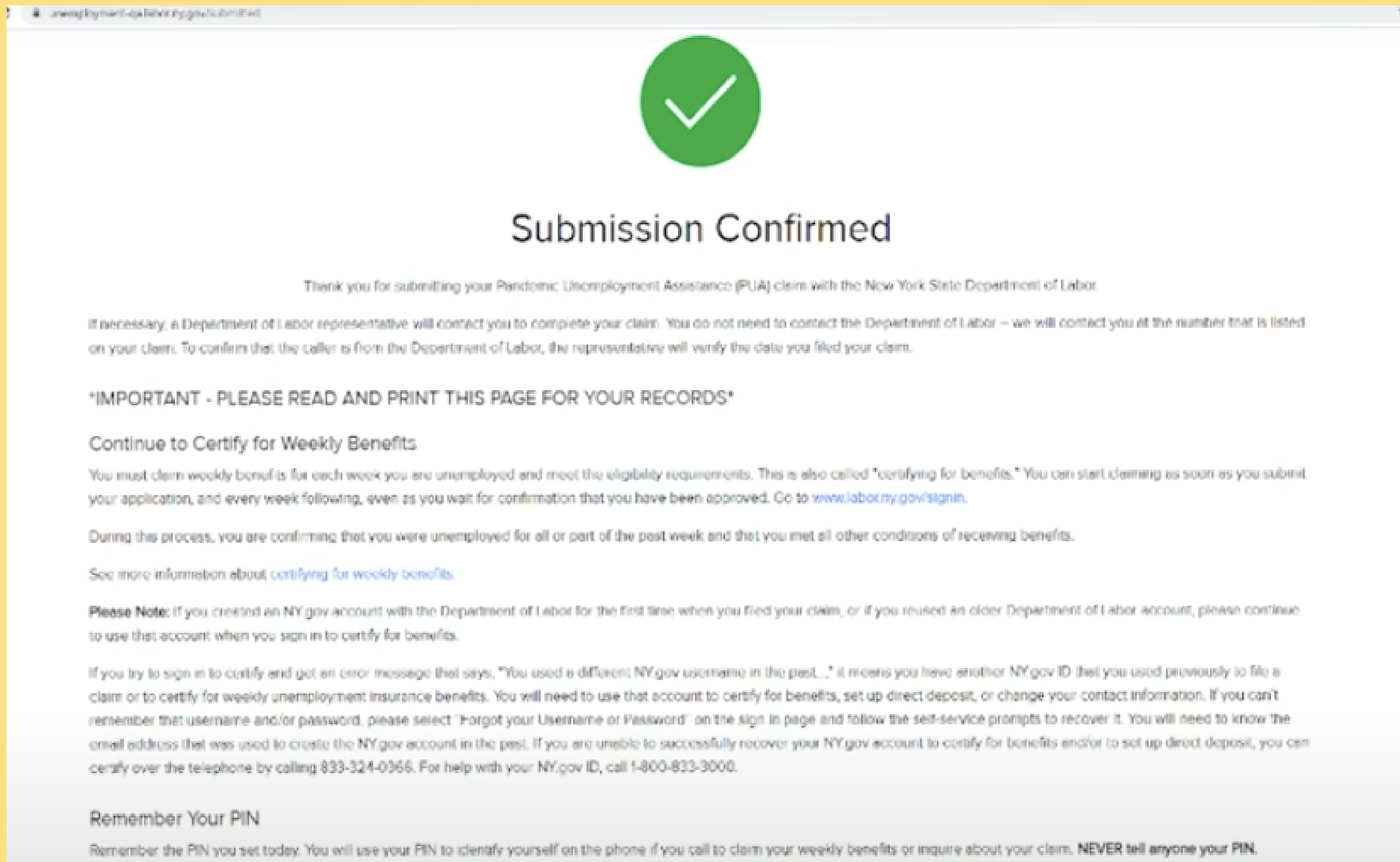
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5. The next page will provide you with general instructions and a list of documents needed. Click continue.

6. You will begin to file your claim. The online system will lead you through the application process




# To apply for unemployment online:



The screenshot shows a web browser window with the URL [unemployment.ny.gov/submit](https://unemployment.ny.gov/submit). The page features a large green checkmark icon at the top center, followed by the heading "Submission Confirmed". Below this, a message of thanks is displayed, along with instructions on how to complete the claim and the importance of certifying for weekly benefits. A "Please Note" section provides guidance on account recovery and PIN security.

unemployment.ny.gov/submit



## Submission Confirmed

Thank you for submitting your Pandemic Unemployment Assistance (PUA) claim with the New York State Department of Labor.

If necessary, a Department of Labor representative will contact you to complete your claim. You do not need to contact the Department of Labor – we will contact you at the number that is listed on your claim. To confirm that the caller is from the Department of Labor, the representative will verify the date you filed your claim.

**\*IMPORTANT - PLEASE READ AND PRINT THIS PAGE FOR YOUR RECORDS\***

### Continue to Certify for Weekly Benefits

You must claim weekly benefits for each week you are unemployed and meet the eligibility requirements. This is also called "certifying for benefits." You can start claiming as soon as you submit your application, and every week following, even as you wait for confirmation that you have been approved. Go to [www.labor.ny.gov/signin](https://www.labor.ny.gov/signin).

During this process, you are confirming that you were unemployed for all or part of the past week and that you met all other conditions of receiving benefits.

See more information about [certifying for weekly benefits](#).

**Please Note:** If you created an NY.gov account with the Department of Labor for the first time when you filed your claim, or if you reused an older Department of Labor account, please continue to use that account when you sign in to certify for benefits.

If you try to sign in to certify and get an error message that says, "You used a different NY.gov username in the past..." it means you have another NY.gov ID that you used previously to file a claim or to certify for weekly unemployment insurance benefits. You will need to use that account to certify for benefits, set up direct deposit, or change your contact information. If you can't remember that username and/or password, please select "Forgot your Username or Password" on the sign in page and follow the self-service prompts to recover it. You will need to know the email address that was used to create the NY.gov account in the past. If you are unable to successfully recover your NY.gov account to certify for benefits and/or to set up direct deposit, you can certify over the telephone by calling 833-324-0366. For help with your NY.gov ID, call 1-800-833-3000.

### Remember Your PIN

Remember the PIN you set today. You will use your PIN to identify yourself on the phone if you call to claim your weekly benefits or inquire about your claim. **NEVER** tell anyone your PIN.

# To apply for unemployment by phone:

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UnLocal



Phone Number: 1-888-209- 8124



TTY/TDD for Hearing Impaired: 1-888- 783-1370



Availability: Monday-Thursday 8 a.m.- 7:30 p.m.,  
Friday 8 a.m.- 6 p.m., Saturday 7:30 a.m.-8:00 p.m.

# Applying & Certifying for Weekly Benefits



**You should begin weekly certification to claim benefits for each week after filing your first claim.**

- **Certify online: [www.labor.ny.gov/signin](http://www.labor.ny.gov/signin)**
- **Call: 888-581-5812**

**Missed a week: You can request certification by supplying your name, last 4 digits of your SNN, dates of the missed weeks, and the reason you did not claim sooner.**

# Applying & Certifying for Weekly Benefits



Home > Online Services For Individuals > Account Overview

### My Account Services

- Account Overview
- Account Profile
- Password Hint Questions
- Change Password

### Account Overview

TEST MSG

#### UI Important Information

Tools

#### UI Warnings and Advisories

#### Unemployment Services

- File a Claim
- Claim Weekly Benefits
- View Payment History
- Payment and Tax Withholding Options
  - Direct Deposit
  - Tax Withholding
  - 1099-G

#### JobZone

- Create Work Search Report
- Save Employer Contacts
- View Work Search History

#### Job Search

#### Important Links

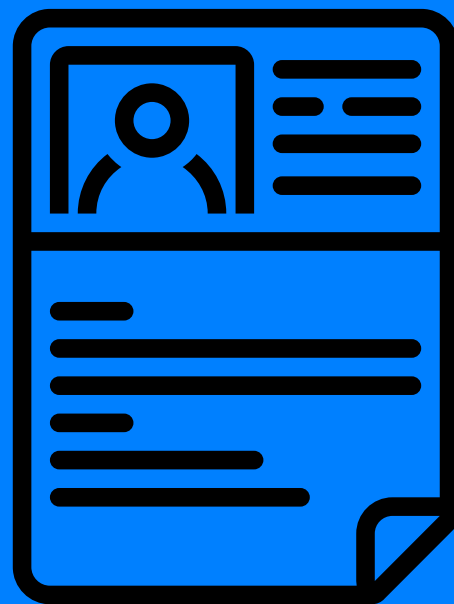
Job Seekers	Career Development
<ul style="list-style-type: none"><li><a href="#">New York State Career Centers</a></li><li><a href="#">Career Fairs and Recruitments</a></li></ul>	<ul style="list-style-type: none"><li><a href="#">Resumes</a></li><li><a href="#">Cover Letters</a></li><li><a href="#">Interview Skills</a></li></ul>
Statistics	Online Services
<ul style="list-style-type: none"><li><a href="#">Labor Statistics by Region</a></li><li><a href="#">Employment Prospects by Occupation</a></li><li><a href="#">Find Potential Employers by Occupation or Industry</a></li><li><a href="#">Prevailing Wages by Occupation and Region</a></li></ul>	<ul style="list-style-type: none"><li><a href="#">Jobs Express - Search Job Openings by Region</a></li><li><a href="#">JobZone - Free Online Career Planning System</a></li><li><a href="#">Veteran Services</a></li></ul>





# PUA

**Pandemic Unemployment  
Assistance**



**What's going on  
with the  
additional \$600  
I was receiving?**

# The federal government passed two pieces of legislation that expanded unemployment

## Pandemic Unemployment Assistance

- Expands the categories of people who are eligible including to those who are self employed, or worked part time
- 26 weeks + 13 weeks

## Pandemic Emergency Unemployment Compensation

- Provides up to 13 weeks of additional unemployment benefits to individuals who previously collected state or federal unemployment compensation (UC) but exhausted those benefits.

# Who is eligible for PUA?

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- Self-employed New Yorkers
- Independent contractors
- Anyone who is unable or unavailable to work due to Covid-19
- Anyone already completely or partially unemployed and working less than 4 days a week
- Anyone who's place of employment has closed as a result of Covid-19
- Anyone who has become the primary caregiver for a child unable to attend school
- Anyone providing care for family members diagnosed with Covid-19
- Anyone who has become the main breadwinner for their family as a result of Covid-19

# How much will I receive in unemployment?

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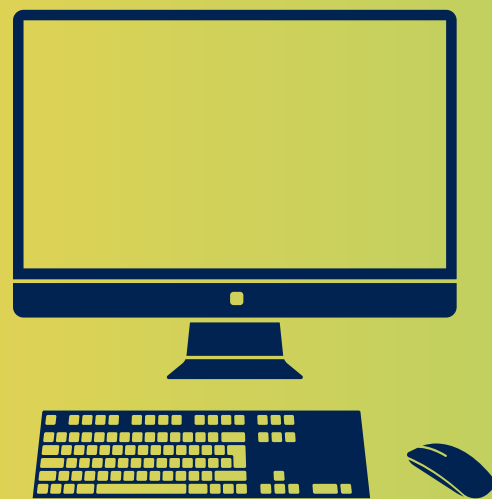
**(\$104 - \$504) + \$600 of PUA**

**(min - max)**

**(April 5, 2020 - July 31st 2020)**

The Department of Labor will calculate your maximum unemployment amount after looking back at your prior 18 months of earnings

# How do I apply?



**Online:** The application will determine which program (UI or PUA) you should be applying at [unemployment.labor.ny.gov](https://unemployment.labor.ny.gov)

**Phone:** 1888-209-8124

# Has PUA

# Been

# Extended?

**NO, CONGRESS DIDN'T EXTEND THE \$600 A WEEK BOOST TO UNEMPLOYMENT BENEFITS AND THEY EXPIRED ON JULY 31ST**

Congress is still negotiating what to do next.

# However...

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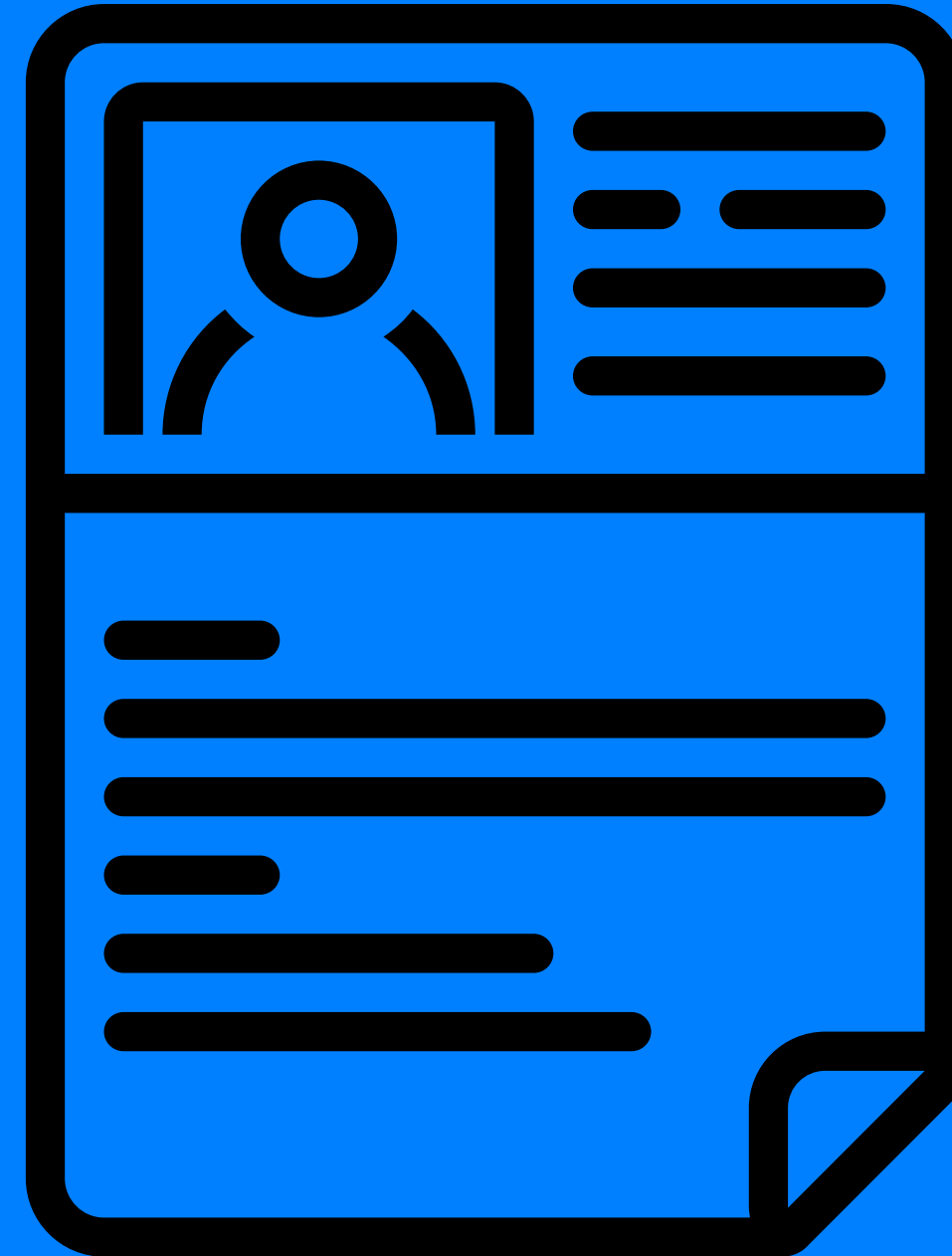
**NEW YORK HAS BEEN APPROVED TO USE FEMA FUNDS  
UNDER THE LOST WAGES ASSISTANCE PROGRAM**

**+\$300**

**STARTING AUGUST 1ST**

# PEUC

**Pandemic Emergency  
Unemployment  
Compensation**





# PEUC & Extended Benefits

<b>PANDEMIC EMERGENCY UNEMPLOYMENT COMPENSATION (PEUC)</b>	<b>EXTENDED BENEFITS PROGRAM</b>
Provides 13 weeks of additional benefits	Provides 20 weeks of additional benefits (as of July 2020 — this may change if New York’s unemployment rate declines)
Available as of April 5, 2020	Available as of the benefit week ending July 5, 2020
Expires benefit week ending December 27, 2020	Currently, New Yorkers qualify for extended benefits under federal rules, due to the state’s high rate of unemployment. As the unemployment rate changes, that may also change.

## Who qualifies for Extended Benefits?

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Extended benefits (EB): adds another 13 weeks to a claimants individual eligibility. In addition to ineligibility for UI and PEUC, eligibility for EB requires one of the following:

- Wages in the base period for the exhausted UI claim including 20 weeks of full time covered employment
- Wages over 40x the most recent weekly benefit amount
- Total wages at least 1.5x the highest quarter



**Approved for benefits**



**26 weeks of UI benefits**

**Begin receiving PEUC**



**13 weeks of PEUC benefits**

**Begin receiving EB**



**20 weeks of EB benefits**

**All 59 weeks of benefits exhausted**

# Unemployment Timeline

## KEY

# TAKEAWAYS

1. Unemployment has been extended via several different programs.
- 2. Whenever you apply for unemployment, you should receive funds retroactive to your first day of unemployment!**



# UnLocal

**Community Immigration  
Legal and Education Services**

**DENNISE HERNANDEZ  
DENNISE@UNLOCAL.ORG**

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DIANA@UNLOCAL.ORG**

**(646) 216 - 8210  
TUESDAY AND THURSDAY  
10AM-6PM**

**[UNLOCAL.ORG/COVID19/](https://unlocal.org/covid19/)**