HAWAII DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS • UNEMPLOYMENT INSURANCE DIVISION • JUNE 2018

1. What is Unemployment Insurance (Unemployment Compensation)?

Unemployment Insurance provides temporary financial assistance to qualified workers who become unemployed through no fault of their own. Benefits are not based on need. The administration of this program lies with each state. Benefit eligibility requirements such as weekly benefit amounts are determined by state law and vary from state to state. The unemployment compensation program for ex-servicepersons was established by Congress in November of 1958.

2. Who pays for Unemployment Insurance?

Employers pay all costs of the UI program. Workers DO NOT pay any taxes into the unemployment program and NO deductions are taken from your paycheck. The federal government, as your military service employer, will be charged for the unemployment benefits paid to you.

3. Do I qualify for Unemployment Insurance?

As an ex-serviceperson, you may be able to receive unemployment compensation based on your pay grade at the time of discharge from military service IF you were discharged or released under honorable conditions (if an officer, did not resign for the good of the service) AND you were discharged or released after completing your first full term of active service. If you did not complete a full term of active service, you may still qualify if you were discharged or released for the following reasons: 1) for the convenience of the government under an early release program, or 2) because of medical disqualification, pregnancy, parenthood, or any service-incurred injury or disability, or 3) because of hardship, or 4) because of personality disorders or inaptitude but only if the service was continuous for 365 days or more.

Effective 11/17/91, active duty for a continuous period of 90 days or more in a reserve status is usable for UCX purposes. However, the National Defense Authorization Act (NDAA) for Fiscal Year 2016 increased the requirement to 180-days of continuous service for those individuals who began service on or after November 25, 2015. Other employment which meets the definition of covered employment in the state in which you file your claim can also be used.

4. How do I apply for Hawaii unemployment insurance benefits?

When you are discharged and become unemployed, you can apply for unemployment benefits online by going to <u>uiclaims.hawaii.gov</u> and clicking on "Claimant Services Login/Create Account". This service is available from Monday to Friday between the hours of 6:30 am to 11:00 pm. On Weekends and Holidays, it is available from 9:00 a.m. to 11:00 p.m. All times are Hawaii Standard Time. If you want to file a Hawaii claim, you must be in Hawaii at the time you apply. Once you leave Hawaii, you cannot file a Hawaii claim from another state. Be prepared to provide your social security number, all employment information such as employer's name and address, dates of employment, and reason for separation for the past 18 months (including part-time work) and your bank information for direct deposit (routing and account numbers). You must have your Form DD-214, Report of Transfer or Discharge, Member 4 Copy. If you don't have a copy of your Form DD-214, request a copy online at http://www.archives.gov/veterans/military-service-records.

Your claim will be effective only from the week in which you complete the claim filing process. Your claim remains in effect for a one year period called the benefit year.

IMPORTANT: Regardless of where you were stationed in the military, you can choose to file your unemployment claim in any state <u>provided you are in that state at the time of filing</u>. Your UCX claim will be administered and paid by the first state in which you apply. Once your initial claim is established, you cannot cancel your claim and choose another state. Claims may only be established through the unemployment offices located in the U.S., Puerto Rico, the Virgin Islands, or Canada.

You can relocate to another state after establishing your initial claim and continue to draw benefits on your Hawaii claim. Log on to your online account at uiclaims.hawaii.gov to report your new address and change your status to an

interstate claimant.

5. How much do I qualify for?

WEEKLY BENEFIT AMOUNT: The amount is determined by state law and based on your pay grade at the time of discharge and any other wages you may have from other employment. In Hawaii, your weekly benefit amount is equal to 1/21 of the highest quarter wages in your base period with a maximum limit of \$619 for claims filed in 2018. The total amount of benefits payable during the benefit year is 26 times your weekly benefit amount. A waiting period week must be served.

BASE PERIOD: Every state uses a base period to determine what quarters will be used to establish your claim. In Hawaii, the standard base period is the first 4 of the last 5 completed calendar quarters. If you cannot qualify using the standard base period, an alternate base period consisting of the last 4 completed calendar quarters can be used.

PENSION DEDUCTIONS: Retirement income from both private and government employment, including military retirement pensions, and disability or non-disability pensions, must be reported to the claims office. These sources of income may be deductible from your weekly benefit amount and a determination will be made by your local claims office.

OTHER INCOME: Earnings over \$150 from any employment are also deductible. Report all income from all sources during the week you work and the local claims office will make the determination.

UNEMPLOYMENT INSURANCE BENEFITS ARE TAXABLE INCOME: You can elect to have federal and/or state income taxes withheld from your unemployment benefit payments. At the end of the calendar year, Form 1099G is mailed to you for your records and the amount you received is reported to the Internal Revenue Service and the State Tax Office.

OTHER INFORMATION. If you reside in Hawaii, you must register for work and post an online resume at <u>www.hirenethawaii.com</u>, a web-based job matching system used by the state Workforce Development Division within 7 calendar days after filing your unemployment claim. If you leave Hawaii, you must register for work in the state that you relocate to. If you are a member of a referring union, you must submit verification that you are in good standing with your union. You must be able to work and available for work and actively seeking work by making 3 job contacts each week. You must also keep a record of your job contacts on form UC-253 "Record of Contacts Made for Work" and turn in the form when requested by staff for verification purposes. *Job training services are available and your availability for work may be waived if you are in approved training. Check with the state Workforce Development Division for more information.*

For more information, forms, and addresses for local claims offices, visit our website at <u>http://labor.hawaii.gov/ui</u>. Call or email your local unemployment claims office if you have any questions. Do not rely on advice from friends or relatives or you may run into problems on your claim.

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