



## Disaster Unemployment Assistance (DUA) Rights Guide Sheet

### Qualifying Requirements

In order to become eligible for DUA, you must meet one of the following qualifying requirements:

- You are unemployed as a direct result of the disaster.
- You are unable to reach the place of employment as a direct result of the disaster.
- You are employed, or were scheduled to begin employment, and do not have a job or are unable to reach the job as a direct result of the disaster.
- You are the breadwinner or major supporter for a household because the head of the household has died as a direct result of the disaster.
- You are unable to work because of an injury caused as a direct result of the disaster.

### Eligibility Requirements

All of the following conditions of unemployment must have occurred as a direct result of the disaster to become eligible for DUA:

- Michigan must be entered into an Agreement for the week of the disaster.
- Your first week of qualifying DUA unemployment begins the week of the Disaster Assistance Period.
- You must be unemployed due to the disaster.
- Your completed DUA application and bi-weekly certifications must be submitted to Unemployment Insurance timely.
- You must be able to work unless inability is a direct result of the disaster.
- You must be available for work.
- You have not refused a bona fide offer of work in a suitable position, or have not refused without good cause to begin or continue suitable employment any week during the Disaster Assistance Period.
- If you are under a disqualification or ineligibility during the base period (18 months) prior to the disaster you are qualified for DUA benefits.
- You are not eligible for benefits under any other Unemployment Insurance (UI) program.
- You must file for DUA within 30 days after the announcement of the disaster.

### Weekly Benefit Amount (WBA)

- Your base period uses your wages from the most recently completed tax year.
- Your DUA WBA is calculated using the same formula for regular state UI WBA, (by multiplying your highest quarterly wage by 4.1% rounded down to the nearest dollar.)
- Self-employed earnings and non-liable earnings are treated as if they were from a liable employer.
- For self-employed, net income is considered when determining the Average Weekly Wage (AWW).
- The minimum DUA WBA for full-time workers is \$154.00.
- Part-time workers who are not entitled to at least the minimum will get a percentage of the minimum.
- Pensions from the DUA base period employers will reduce benefits. The amount is to be determined by the percentage contributed by the claimant.
- Denial periods from the DUA base period employers will reduce benefits.

### Duration of Benefits

- Begins Sunday after disaster date and ends 32 weeks after the declaration date.
- Disaster Assistance Period dates for the current disaster are 6-25-2017 through 2-3-2018.

### Verification Requirements

- You must be able to verify **disaster-related employment, self-employment, or potential employment** within 21 days of application or your claim will be denied and restitution will be established.
- You must verify your DUA **base period earnings** within 21 days of DUA application or your WBA will be redetermined, and restitution may be required.

A copy of your income tax return for the most recent completed tax year can verify both.

## Calendar Week

- Sunday through Saturday.

## Back to Work

- Eligibility ends when you are back to work at your customary full-time hours.
- Report your back to work information when you report for your bi-weekly DUA benefits.

## Reporting Requirements

- You cannot use MARVIN to certify for DUA benefits. You must use Form UIA 1785, *Bi-Weekly Certification for Disaster Unemployment Assistance (DUA)*.
- Your certification Form UIA 1785 must be mailed to Unemployment Insurance, P.O. Box 169, Grand Rapids, MI 49501-0169, faxed to 1-517-636-0427, or return to the nearest Problem Resolution Office.
- Completed certification forms must be received by the Agency by Friday of the second week.
- You may be ineligible for any week(s) that you are late reporting.

## Seeking Work

- You must register at a Michigan Works! Agency unless there is a definite return to work day within 120 days.
- You must seek two places of employment each week. Submit your Form UIA 1583, *Record of Work Search*, online at [www.michigan.gov/uia](http://www.michigan.gov/uia), by mail at Unemployment Insurance, P.O. Box 169, Grand Rapids, Michigan 49501-0169 or by fax 1-517-636-0427.
- If you are self-employed, you are considered seeking work if you are taking action to resume full-time employment.

## Reportable Earnings

- If you are still employed, report gross earnings as of the week earned.
- Earnings offset formula used for employment earnings is 1.5 times the WBA.
- For self-employed, report gross earnings as of the week received.
- Earnings offset for formula used for self-employment income is 1.5 times the WBA.

## Other Benefits Affecting Entitlement

Your DUA benefits may be affected if you are receiving:

- Benefits or insurance from any source of loss of wages due to illness and disability.
- Private income protection insurance.
- Worker's disability benefits payable due to death of head of household due to disaster.
- Supplemental income pursuant to the collective bargaining agreement (sub-pay) reduces entitlement (dollar-for-dollar).
- A retirement benefit or an annuity (it can reduce your entitlement).
- Social Security benefits

## Penalties for Fraud

- If fraud is found at the time of your application, you will be disqualified for the entire Disaster Assistance Period.
- If fraud is found during DUA period, you will be disqualified for the next 2 compensable weeks.
- You will be required to repay benefits overpaid, even if the overpayment is not due to fraud.
- If overpayment is due to fraud, you will be required to pay a penalty of 1½ times the overpayment and interest, in addition to the overpayment.
- DUA overpayments **cannot** be waived.

## Protest and Appeal Rights

If you do not agree with your determination, you can

- Protest your Determination within 60 days from the mail date of your Determination.
- Appeal period to the Regional Administrator is within 15 days of the mail date from your Appeal Notice.

Send the protest of your **Determination** to an Administrative Law Judge at:

Unemployment Insurance  
P.O. Box 169  
Grand Rapids, Michigan 49501-0169

Send your request for **Appeal** from a decision of an Administrative Law Judge to the Regional Administrator at:

U.S. Department of Labor  
Employment and Training Administration  
230 S. Dearborn St., 6th Fl.  
Chicago, IL 60604  
Attn: Regional DUA Coordinator

If you have any questions contact Customer Service at 1-866-500-0017 (TTY Customers use 1-866-366-0004).