

**FACT SHEET #156C April 2020**

## Work Share Program - COVID-19 Updates

Michigan's Work Share program allows employers to keep employees working with reduced hours, while employees collect partial unemployment benefits to make up a portion of the lost wages.

By participating in Work Share, employers can retain trained employees and avoid the expenses of recruiting, hiring, and training new employees.

With the Work share program, unemployment benefits are based on a percentage of the reduced hours of work and pay. The reduction in work hours must result in an equivalent reduction in wages.

**Example of the calculation of work share plan Benefit:** While weekly benefits rates vary from person to person, if a worker was fully unemployed, their weekly benefit amount would be, for example, \$360. Under the Work Share program, a worker whose hours were reduced by 10 percent would receive a Work Share benefit payment of \$36 ( $\$360 \times 10\%$ ) in addition to their wages. Employees participating in Work Share due to COVID 19 are also eligible to receive the Federal Pandemic Unemployment Compensation (PUC) of \$600.00 per week in addition to their Work Share benefit.

### COVID-19 Program Requirements

Participating employees must have earned a sufficient amount of wages in order to establish an unemployment claim and receive Work Share benefits. The program requires employers to maintain the fringe benefits of participating employees and obtain approval, if necessary, from collective bargaining representatives.

As a result of Executive Order 2020-57, Work Share program eligibility requirements have been expanded. To participate in Work Share:

- All employees in the affected unit must participate in the plan.
- A plan must include a minimum of two employees.
- Plan may be approved for a period of up to 52 consecutive weeks.
- Employee work hours may be reduced by a minimum of 10% up to a maximum 60%
- Work Share does not apply to seasonal, temporary, or intermittent employment.

Employers may have two or more plans covering separate work units. Benefits paid to claimants who are laid off or on leave will not be charged to the employer's account during this time.

### Application Process

Employers may file an application online through the [Michigan Web Account Manager \(MiWAM\)](https://www.michigan.gov/ua) at [michigan.gov/uia](https://www.michigan.gov/uia). For more information about Work Share, visit [Michigan.gov/workshare](https://www.michigan.gov/workshare) or call the Office of Employer Ombudsman at 1-855-484-2636.