
SERVICE BULLETIN

COVID-19 and Shared Work Programs



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Many states encourage employers to enroll in their Shared Work programs as an alternative to layoffs. These programs were developed to help employers and employees withstand a slowdown in business, such as the slowdown caused by COVID-19.

Shared Work allows employers to supplement their employees' lost wages because of reduced work hours with partial benefits. With this program, employers can reduce normal weekly working hours for employees in an affected unit by at least ten percent but not more than forty percent.

Also, employees who have been cut back to working three or four days per week would not normally qualify for partial benefits because they have excess earnings. Shared Work benefits are payable to employees who qualify for, and participate in, an approved Shared Work Plan. Employees who qualify will receive both wages and unemployment benefits. Employees covered by the plan would receive at least one-fifth of their computed weekly benefit amount for each missed day of work. And finally, employees covered by the plan will meet able, available, and actively seeking work eligibility requirements by being available for their normal work week.

If the state has a program, the first step is for the employer to submit an application. A list of states that have a current Shared Work, or similar programs can be found in the subsequent pages of this service bulletin.

Please do not hesitate to reach out to your representative with any questions or concerns.

Work Share Example

\$500 - Average Weekly Salary
\$250 - Approximate Weekly Benefit Amount

Days Worked/Money Earned	Regular Benefits	Work Share Benefit
Work 4 Days/Earn \$400	\$0.00	\$50.00
Work 3 Days/Earn \$300	\$0.00	\$100.00
Work 2 Days/Earn \$200	\$50.00	\$150.00
Work 1 Day/Earn \$100	\$150.00	\$200.00

Staff of 50 employees and reduction at 40%
Layoff 20 Employees - Potential Weekly Benefit Charge of \$5000.
Reduce hours to 24 per week. Due to excess earnings, no partial benefits are payable for \$0.00 charge.
Under approved work share program, all employees are entitled to 2 days of benefits for potential charge of \$5000 per week.

Work Share/Short Time Compensation

State	Duration of Plan (Before New Approval is Required)	Required Reduction of Work	Financing by Participating Employer	Website
Arizona	12 months	At least 10% but not more than 40%	No special financing	https://des.az.gov/services/employment/unemployment-employer/shared-work-program-fags
Arkansas	12 months ¹	At least 10% but not more than 40%	No special financing	https://www.dws.arkansas.gov/employers/shared-work-program/
California	12 months	At least 10% but not more than 60%	No special financing	https://www.edd.ca.gov/unemployment/Work_Sharing_Program.htm
Colorado	12 months	At least 10% but not more than 40%	Charged to employer's account in same manner as regular benefits	https://www.colorado.gov/pacific/cdle/layoffassistance
Connecticut	6 months	At least 10% but not more than 60%	No special financing	https://www.ctdol.state.ct.us/progsupt/bussrvce/shared_work/
Florida	12 months	At least 10% but not more than 40%	Participating employer's maximum rate shall be 1% above current max applicable to other employers	http://www.floridajobs.org/office-directory/division-of-workforce-services/reemployment-assistance-programs/short-time-compensation-program-for-employers
Iowa	24 months	At least 20% but not more than 50%	No special financing	https://www.iowaworkforcedevelopment.gov/voluntary-shared-work-program
Kansas	12 months	At least 20% but not more than 40%	Not applicable to negative balance and delinquent governmental and reimbursing employers	https://www.dol.ks.gov/employers/shared-work-program
Maine	12 full calendar months (after approval)	At least 10% but not more than 50%	All worksharing benefits charged to worksharing employers regardless of based period charging rule	https://www.maine.gov/unemployment/workshare/
Maryland	6 months	Not less than 20%; not more than 50% (50% max may be waived by Secretary)	No special financing	https://www.dlir.state.md.us/employment/worksharing/
Massachusetts	26 weeks	At least 10% but not more than 60%	No applicable to negative balance employers, all others charged as regular benefits	https://www.mass.gov/topics/workshare-program
Michigan	52 weeks	At least 15% but not more than 45%	None if full federal reimbursement; 50% of benefits paid if partial federal reimbursement	https://www.michigan.gov/leo/0,5863,7-336-78421_97241_89981_90231-352546--00.html
Minnesota	12 months	At least 20% but not more than 50%	No special financing	https://uimn.org/employers/alternative-layoff/
Missouri	12 months	At least 20% but not more than 40%	Participating employer's base tax rate can be as high as 9%	https://labor.mo.gov/shared-work
Nebraska	12 months	At least 10% but not more than 60%	Charge to employer's account in same manner as regular benefits	https://dol.nebraska.gov/STC
New Hampshire	26 weeks	At least 10% but not more than 50%	All worksharing benefits charged to worksharing employers regardless of based period or most recent employer charging rules	https://www.nhes.nh.gov/nhworking/stay/index.htm
New Jersey	12 months	At least 10%	All short-time benefits paid to individual shall be charged to account of the shared work employer	https://careerconnections.nj.gov/careerconnections/resources/sharedwork/Shared_work_program.shtml
New York	53 weeks	At least 20% but not more than 60%	No special financing. Benefit charges are by dollar amounts not by effective days	https://www.labor.ny.gov/ui/dande/sharedwork1.shtm
Ohio	52 calendar weeks	At least 10% but not more than 50%	During federal financing, only the portion not reimbursed by the federal government. After federal financing, normal charging rules apply.	http://fs.ohio.gov/ouio/SharedWorkOhio/
Oregon	52 weeks	At least 20% but not more than 40%	All worksharing benefits are charged to an employer in the same manner as regular benefits or extended benefits.	https://www.oregon.gov/employ/Unemployment/Pages/WorK-Share-Program.aspx
Pennsylvania	52 weeks	At least 20% (with not less than two employees) but not more than 40%	Charged to employer's account(s) in same manner as regular benefits	https://www.uc.pa.gov/employers-uc-services-uc-tax/shared-work/Pages/default.aspx
Rhode Island	12 months	At least 10% but not more than 50%	No special financing	http://www.dlt.ri.gov/ui/ws.htm
Texas	12 months	At least 10% but not more than 40%	No special financing	https://twc.texas.gov/businesses/shared-work
Washington	12 months or date of plan, if earlier	Not less than 10% or more than 50%	No special financing	https://www.esd.wa.gov/SharedWork
Wisconsin	6 months or date specified in plan, if earlier	At least 10% but not more than 50%	No special financing	https://dwd.wisconsin.gov/uitax/workshare.htm

1. For worksharing plans effective on or after July 6, 2014, the length of an approved plan is 12 months. For plans effective on or before July 5, 2014, the length of the approved plan is six months.