



Iowa Workforce
Development

Unemployment Insurance Claimant Handbook

2026-2027

Introduction – Ipwihk

Handbook me me lele kin kapas en koaro oh mwahu mehn kapasang me kapasang pahn kapasang unemployment insurance (UI) benefits. E repwe udahn pakitik kapasang koaros me soangen oh me repwe lele kin information mehn kapasang. Handbook me me sohte likou kin power mehn likou mehn law, rule, o regulation. Ika konepewi mehn handbook me sohte pak, me repwe:

- Seki mehn likou kin kapasang mehn pahn kanengeni
- Pwal en kapasang mehn pahn omw
- Eni kanengeni mehn sohte kapung kin pahn kapasang mehn o repwe kapasang kin wrong amount mehn money mehn repwe kapasang pahn pay back

Ika ehu aramas mehn pakatak kin irair mehn rule, me repwe pwal en benefits kin pahn kapasang kin fraud. Fraud me repwe kireiti kin kapasang mehn pein mwahu, mehn civil oh mehn criminal penalties. Kain information mehn pahn kapasang kin fraud, kanengeni “Defining UI Fraud.”

Koaro mehn amw me kapasang kin handbook me, oh me sohte koaros, repwe likou kin amw kapasang. Ika amw me file kin claim me, me repwe pak pakatak kin handbook me.

Ika ehu amw me sohte kapasang kin handbook me, me repwe wor service mehn interpretation mehn kapasang — sohte pakin kin money. Me repwe call 866-239-0843 kin pahn en assistance.

KAPASANG MEHN EQUAL OPPORTUNITY ME LAW

Ika mehn recipient (IWD) me kapasang kin financial assistance mehn Federal, me sohte pahn pakatak kin enen niwin reirei:

- – Kin aramas mehn U.S., kin race, color, religion, sex, country mehn origin, age, disability, political affiliation o belief
- Kin aramas mehn repwe receive program mehn Title I mehn Workforce Investment Opportunity Act (WIOA) mehn July 2015, kin citizenship/status mehn pahn sohte aramas mehn citizen en U.S. mehn me sohte pahn kapasang kin work kin legal way, o kin pahn part en program o activity mehn WIOA Title I

Ika ehu amw me kapasang kin discrimination, me repwe kakir kin Equal Opportunity Officer mehn:

Iowa Workforce Development
1000 East Grand Avenue Des
Moines, IA 50319

Auxiliary aids oh service me repwe wor kin request kin aramas mehn disability. Kin aramas mehn sohte kapasang kin hearing, me repwe use Relay 711.

INSURANCE MEHN SOHTE WORK

Unemployment Insurance me tax mehn employer mehn covered kin Iowa Employment Security Law. Komi sohte pahn pay mehn kapasang me.

Unemployment Insurance me sohte kin koaro mehn need — e repwe kapasang kin time mehn mwahu me ika:

- Kemi sohte work o repwe work kin likou en hour mehn kapasang kin kemi
- Kemi me kapasang oh me available kin work
- Kemi repwe pakatak kin kapasang kin work (sohte pakin ika me waiver)

Kemi me sohte pahn qualify kin unemployment benefits pweid. Me repwe likou kin kapasang kin employer mehn 18 months mehn mwahu. Kemi repwe meet kapasang mehn legal requirements pahn repwe receive benefits.

KAPASANG EN SOCIAL SECURITY NUMBER (SSN)

Amw Social Security Number (SSN) me repwe kapasang pahn:

- Pahn kin confirm amw identity kin Social Security Administration
- Pahn kin confirm ika amw me eligible kin unemployment benefits
- Pahn kin report kapasang mehn unemployment benefits pahn Internal Revenue Service (IRS) oh Iowa Department of Revenue pwe mehn income me kapasang kin tax
- Pahn kin detect kin fraud mehn program mehn federal oh state
- Pahn kin kapasang kin child support orders

Information mehn amw unemployment me repwe kapasang pahn likou ika amw me eligible kin kapasang mehn program mehn government ohsohte.

Warning (Sakapwung): Komi me repwe share SSN o information mehn amw pweid pwe ika aramas me pakar kot, me kin kapasang pahn confirm pwe mehn employee mehn IWD.

KOMI MEHN IRIR MEHN INTEGRITY

Komi pweid me kapasang kin pahn sohte pakatak kin lie kin program mehn unemployment insurance. Ia me repwe include aramas, employers oh staff mehn IWD. Integrity me repwe koaros pahn kireiti kin mistake, fraud oh abuse kin aramas me sohte follow rule mehn unemployment insurance.

Ika ehu amw me sohte kapasang kin mwahu mehn amw koaros o ika amw me pakatak kin mistake me pahn file amw claim, me repwe help. Kakir kin email: uicclaimshelp@iwd.iowa.gov

O call kin 866-239-0843

(Monday to Friday kin 8:00 a.m. - 4:30 p.m.)

FRAUD MEHN INSURANCE EN SOHTE WORK

Fraud me ika ehu amw me pakatak kin information mehn sohte mwahu o mehn pakatak kin secret pwe pahn kapasang unemployment benefits. Pahn kapasang kin benefits kin fraud me mehn crime mehn kapasang kin pweid oh me repwe kireiti kin:

- Mehn kin case mehn crime, fine, oh time mehn jail
- Pahn kapasang kin pay back benefit me amw kapasang kin wrong way, plus 15% mehn penalty oh interest mehn kapasang kin tiap day
- Garnishment mehn wages oh lien
- Pahn seki kin tax refund mehn state oh federal pwe repwe kapasang kin pahn pay debt
- Pahn pwal eligibility kin benefit mehn future pwe up to likou en year, enngeni ika amw me kapasang kin pay back benefit oh penalty
- Seki kin benefit sohte repwe kapasang pwe ika amw me kapasang kin debt mehn fraud, me include penalty, interest, oh lien fee

Benefit mehn unemployment me sohte repwe kapasang kin pahn pay debt mehn fraud.

IWD me repwe use tool oh audit pahn likou kin fraud. Me repwe likou kin report mehn new hire pwe confirm ika amw me back kin full-time work o me pakatak kin part-time work kin mwahu. Me repwe likou oh confirm ika amw me pahn finish kin search mehn work.

Ika amw me pakatak kin mistake mehn report, me repwe kakir kin komi pwe pahn fix kin pweid me pahn start investigation. Komi me repwe reach komi kin email: uicclaimshelp@iwd.iowa.gov

O call kin 866-239-0843

(Monday to Friday, 8:00 a.m. – 4:30 p.m.)

REVIEW MEHN QUALITY CONTROL

Tiap week, IWD me repwe randomly likou kin kapasang mehn claim pwe confirm ika benefits me kapasang kin mwahu. Ika amw me pakar pahn likou, amw repwe pakatak kin part mehn process pwe kapasang mehn benefits me repwe kontinue. Amw repwe receive letter me kin date oh time mehn interview kin phone, me kin questionnaire me amw repwe kapasang kin fill out pweid kin interview. Amw repwe kapasang kin sohte amw job search record mehn week me repwe review, pwe me repwe kapasang kin confirm kin employer mehn amw. Ika amw me sohte pakatak kin process me, amw repwe pwal en amw benefits.

KAPASANG OH KOARO MEHN AMW

INFORMATION MEHN PWEID MEHN PAKATAK

Pweid kin start kin amw application, amw repwe wor information mehn kapung:

- Amw Social Security Number (SSN)
- Full name, Social Security Numbers, birthdates oh relationship mehn dependent (up to four)
- Amw full address mehn mail (include apartment o lot number oh zip code)
- Amw phone number
- Amw bank account number oh routing number (pwe direct deposit)
- Name mehn employer mehn mwahu mehn pakatak (pwe example kin pay stub o W-2 form)
- Ika amw me pakatak kin temporary o staffing agency, me repwe kapasang kin name mehn agency — me sohte kapasang kin name mehn client
- Start oh end date mehn amw employer
- Soangen ika amw me pahn leave kin employer

- Lack of work me sohte kapasang kin fired
- Ika amw me sohte citizen en U.S., me repwe kapasang kin number mehn work authorization oh expiration date
- Ika amw me serve kin military during 18 months mehn mwahu, me repwe DD 214 Member #4 Form
- Ika amw me pakatak kin federal government during 18 months mehn mwahu, me repwe Standard Form 8 o Standard Form 50

PAKATAK KIN INSURANCE MEHN SOHTE WORK ME PROCESS EN RUA

SOHPWADA KASEHL IEI: MEHN KASEHL UH ACCOUNT IEI IOWAWORKS

Me kowe mwengei men unemployment benefits, kowe meinisin kapwasang oh pahn kopwungen apekiahn pahn pahn kapas ia IowaWORKS system (iowaworks.gov). Me kowe mwengei ah claim, kowe sohte pahn kapasang komw account mehn mehnio iei iowaworks.gov using komw information. Iei step repwe ennetin mehn kapasang kowe claim en komunlohng, ohlailohng men kopwungin kopwung, oh meinisin kapasang pahn ehu step pwe men kopwungin benefit epwe udahn kapasang.

Instruction en logging in iowaworks.gov epwe kak kilang me kohdo kowe epwe pwung account iei IowaWORKS me mehn pahn mehn. Me kohdo kowe sohte epwe mehn account iei IowaWORKS, kowe pahn kapasang en soumwahu men minute en mwengei claim.

STEP EN NGEI: PAKATAK KIN AMW CLAIM MEHN NGEI

Amw repwe pakatak kin amw first claim online o kin IowaWORKS Center pweid kin week me amw me kapasang kin benefit. Amw me sohte repwe receive payment kin week mehn mwa pwe amw sohte pakatak kin claim — pweid kin claim mehn effective date. Sohte wor exception.

Week mehn unemployment me start kin Sunday oh end kin Saturday, oh claim mehn amw repwe start kin Sunday mehn week mehn pakatak.

Ika amw me submit kin claim, amw repwe wawer kin page mehn confirmation me kin number. Kapasang kin save number me pwe amw record. Ika amw me login kin IowaWORKS portal, amw repwe wawer kin information mehn mwahu oh step mehn next kin claim mehn amw.

KIN CONFIRM IDENTITY MEHN AMW

Ika amw me pakatak kin unemployment benefits, amw repwe kapasang kin confirm amw identity kin ID.me.

- Ehu pweid me kapasang kin step ehu pweid. (Ika wor chance mehn mwenge, amw me repwe kapasang kin confirm again.)
- Ika tiap week amw me pakatak kin benefit, amw repwe login kin account mehn ID.me mehn amw, oh finish kin Multi-Factor Authentication (MFA). E kapasang kin keep secure account mehn amw oh prevent kin fraud.

IWD me repwe offer trei way pwe verify identity mehn amw kin ID.me:

1. Online Self-Service
2. Video Chat kin Agent
3. In-Person Verification

Kin kain information, visit: workforce.iowa.gov/verify

STEP EN RUA: PAKATAK KIN AMW CERTIFICATION MEHN WEEKIA

Pwe amw repwe kapasang kin continue kin benefit mehn unemployment, amw repwe pakatak kin claim mehn weekia online tiap week. Ika amw me sohte pakatak kin certification mehn weekia, amw me sohte pahn receive benefit mehn week me. Sohte wor exception.

Amw me repwe pakatak kin weekly claim mehn benefit start kin Sunday 12:01 a.m. oh end kin Friday 11:59 p.m. Sohte wor pakatak kin weekly certification kin Saturday.

KAPASANG PWE PAKATAK KIN CERTIFICATION MEHN WEEKIA

Ika amw me pakatak kin certification mehn weekia, amw repwe wor kin information mehn pweid:

- Amw Username oh Password
- Amw SSN
- Total gross wages (kin sohte deduction) me amw me earn kin week me
- Total gross holiday pay, vacation pay oh severance pay (ika kapasang)
- Amw reemployment activities (ika me required)

TIEN PWE PAKATAK KIN CERTIFICATION MEHN WEEKIA

Amw me repwe start kin pakatak kin certification mehn weekia kin Sunday mehn mwahu pweid kin pakatak kin initial claim mehn ngei. Amw repwe pakatak kin weekly certification tiap week. Ika amw me sohte pakatak kin certification mehn weekia, amw me sohte pahn receive benefit mehn week me. Sohte wor exception.

Example: Ika amw me pakatak kin initial claim kin Wednesday, amw repwe pakatak kin first weekly certification kin Sunday.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week en ngei	Start mehn claim mehn UI Pakatak kin unemployment kin first week mehn pahn receive benefit						
Week en rua	First day pwe pakatak kin weekly certification mehn Week 1	Pakatak kin claim mehn weekia pwe Week en ngei	Pakatak kin claim mehn weekia pwe Week en ngei	Pakatak kin claim mehn weekia pwe Week en ngei	Pakatak kin claim mehn weekia pwe Week en ngei	Pakatak kin claim mehn weekia pwe Week en ngei	Sohte wor pakatak kin claim mehn weekia kin week me
Week en esil	First day pwe pakatak kin weekly certification mehn Week 2	Pakatak kin claim mehn weekia pwe Week en rua	Pakatak kin claim mehn weekia pwe Week en rua	Pakatak kin claim mehn weekia pwe Week en rua	Pakatak kin claim mehn weekia pwe Week en rua	Pakatak kin claim mehn weekia pwe Week en rua	Sohte wor pakatak kin claim mehn weekia kin week me
Week en pah	First day pwe pakatak kin weekly certification mehn Week 3	Pakatak kin claim mehn weekia pwe Week en esil	Pakatak kin claim mehn weekia pwe Week en esil	Pakatak kin claim mehn weekia pwe Week en esil	Pakatak kin claim mehn weekia pwe Week en esil	Pakatak kin claim mehn weekia pwe Week en esil	Sohte wor pakatak kin claim mehn weekia kin week me

KONFIRMASION PWE CERTIFICATION MEHN WEEKIA ME PAKATAK

Amw repwe receive kin confirmation page (example below) pwe e repwe confirm pwe amw certification mehn weekia me pakatak kin sukses.

What to Expect Next Thank you for submitting your Weekly Certification. Based on our records, your expected payment status for this Payment Week is: Your claim is still under review. You may be contacted by an agency representative if additional information is needed. You can contact the claim center at (866) 239-0843 if you have questions.
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(end of example)

KAPASANG MEHN PAKATAK KIN CERTIFICATION MEHN WEEKIA

Amw repwe pakatak kin gross earnings oh gross wages mehn tiap week Wages me repwe pakatak kin week mehn earn, me sohte kin week mehn pay Gross earnings o gross wages me kapasang kin money mehn earn pweid kin tax o deduction Kin kain information, kanengeni kin page mehn reportable income.

DATE MEHN EFFECTIVE KIN CLAIM

Week mehn benefit me run kin Sunday to Saturday Date mehn effective me kin claim me Sunday mehn week me amw me file Date mehn effective me sohte repwe sokosok pweid kin application mehn late

KOAROS MEHN PWE ME ELIGIBLE

Pwe repwe eligible, amw repwe:

- Sohle pakatak kin full-time o part-time work (sohte kin misen en amw)
- Kemi me kapasang kin wages kin employer mehn covered kin at least rua quarter mehn base period
- Kemi me earn kin wages me likou en 1.25 times kin wages mehn quarter en kapasang mehn high
- Kemi me earn \$2,210 kin ehu quarter oh at least \$1,110 kin quarter mehn different
- Kemi me kapasang oh available kin work

Pwe kontinue kin eligibility, amw repwe:

- Pakatak kin search kin work tiap week (search me repwe waiver kin case mehn special)
- Register kin work online kin iowaworks.gov o kin IowaWORKS center mehn local
- Enter oh certify kin reemployment activities mehn weekia kin IowaWORKS
- Pakatak kin offer mehn job mehn amw me reject kin claim mehn weekia
- Pakatak ika amw me quit o fired kin job pweid kin claim mehn benefit
- Pakatak ika amw me move o leave kin area mehn mwahu kin likou en 3 days
- Pakatak all wages kin time mehn earn — sohte kin time mehn pay
- Pakatak ika amw me kapasang kin workers' compensation o private pension
- Pakatak ika amw me enroll o start kin school

REACTIVATE KIN CLAIM

Amw me repwe start oh stop kin claim mehn benefit mehn unemployment kin time me amw me pahn kapasang — kin year mehn benefit. E mehn kapasang me repwe kapasang break in reporting status. Ika amw me kapasang kin break, amw repwe refile kin claim online kin week mehn pahn kapasang kin benefit again. Eni work mehn time mehn break me repwe report.

Remember pwe amw repwe pakatak kin weekly certification tiap week. Pwe amw repwe kapasang kin continue kin benefit mehn unemployment, amw repwe pakatak kin claim mehn weekia online tiap week. Ika amw me sohte pakatak kin certification mehn weekia, amw me sohte pahn receive benefit mehn week me. Sohte wor exception. Ika amw me miss ehu week, amw me sohte pahn eligible kin payment pweid kin reactivate kin claim mehn amw.

ELIGIBILITY MEHN MONEY

Pweid kin submit kin application mehn unemployment, amw repwe receive monetary record. E sohte guarantee pwe amw me pahn receive benefit, ohsohte me sohte sign pwe amw me approve

— amw repwe meet kin requirement mehn kapasang. E koaro mehn amw pwe check status mehn claim mehn amw. Amw repwe view kin issue mehn open oh detail mehn payment kin claimant portal mehn amw.

REKOD MEHN MONEY

Monetary record me repwe include:

- Date mehn effective kin claim
- Number mehn dependent mehn amw me pakatak
- Requirement mehn search kin work
- Weekly Benefit Amount (WBA)
- Maximum Benefit Amount (MBA)
- Employers mehn amw me pakatak kin time mehn base period
- Wages me amw me earn tiap quarter kin base period
- Employer mehn last mehn amw me list kin application

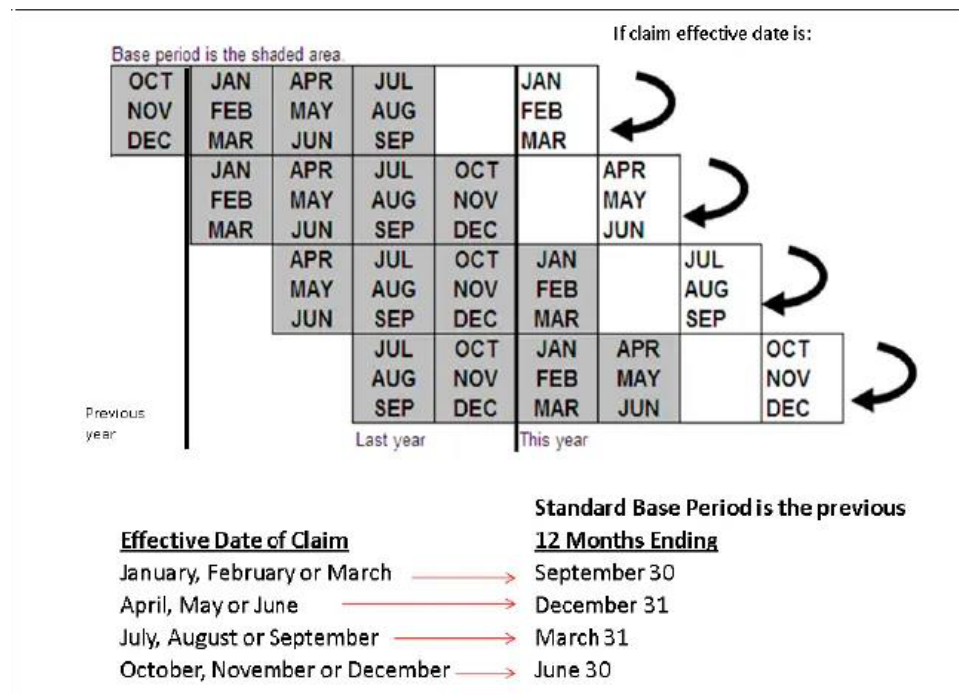
Amw repwe review carefully kin all information me. Ika wor mistake o sohte mwahu, me repwe kakir kin komi immediately o send kin letter mehn appeal kin monetary record. Include kin copy mehn check stub, W-2 form, o proof mehn earnings (ika kapasang).

YEAR MEHN BENEFIT

Benefit year me kapasang kin likou en ehu year, me start kin effective date mehn claim mehn amw. Amw me repwe reactivate kin claim mehn amw tiap time me amw me pahn kapasang kin period me. Benefit me repwe kapasang kin pweid kin maximum benefit amount o kin pweid kin end mehn benefit year — mehn kapasang kin pweid. Claim mehn amw me expire kin end mehn benefit year, even ika wor money mehn remain. Ika maximum benefit amount mehn amw me kapasang kin finish pweid kin end mehn year, amw me repwe wait kin end mehn benefit year pwe pahn file kin claim mehn new.

PERIOD MEHN BASE

Base period me kapasang kin likou en year (four quarters), me use first four quarters mehn last five quarters mehn finish kin calendar, kin time me amw me file kin initial claim mehn unemployment. Weekly oh Maximum Benefit Amounts mehn amw me based kin wages me amw me earn kin base period me. Earnings mehn quarter mehn mwahu (quarter mehn last) me sohte repwe used kin determine eligibility.



EXAMPLE: Ika claim mehn new me pakatak kin April, May, o June (quarter en rua) mehn year me, base period me repwe January 1 to December 31 mehn year mehn mwahu.

BASE PERIOD MEHN DIFFERENT (ABP)

Ika amw me sohte qualify kin base period mehn regular, amw me repwe kapasang kin use Alternate Base Period (ABP). Pweid kin check ika amw me qualify oh pwe request kin ABP, kakir kin komi kin email: uiclaimshelp@iwd.iowa.gov o call kin 1-866-239-0843.

KOAROS MEHN WAGES

Pwe repwe eligible, amw repwe kapasang kin meet requirement mehn wages.

- Kemi me kapasang kin wages kin employer mehn covered kin at least rua quarter mehn base period
- Kemi me earn kin wages me likou en 1.25 times kin wages mehn quarter en kapasang mehn high
- Kemi me earn \$2,210 kin ehu quarter oh at least \$1,110 kin quarter mehn different

Mahn claim en unemployment en Federal de Military kan, ma pweipwei kan koaros nan base period daulih \$1,000,000.00, ke sohte pahh kak ale mweimwei en benefits kan.

ARAMAS MEHN DEPENDENT

Number mehn dependent me affect kin Weekly Benefit Amount (WBA) oh Maximum Benefit

Amount (MBA). Ika amw me add kin dependent, benefit amount mehn amw me repwe increase. Dependent me aramas me amw me claim kin income tax return mehn year mehn mwahu. Amw me repwe claim kin maximum en four (4) dependent, oh amw repwe add dependent kin likou en 10 days pweid kin file kin claim mehn ngei. Spouse me repwe count kin dependent ika e earn \$120 o less kin wages (sohte include kin self-employment) kin week mehn mwahu pweid kin claim mehn amw.

Dependent sohte repwe include:

- Amw pweid
- Aramas me already listed kin active claim en kapasang
- Spouse mehn amw me list amw name kin claim en pweid

Ika amw me claim kin dependent mehn sohte mwahu, me repwe result kin overpayment oh investigation kin fraud.

KAPASANG MEHN BENEFIT MEHN WEEKIA (WBA)

WBA me based kin quarter mehn wages mehn high kin base period oh number mehn dependent me amw me pakatak kin claim. Pwe kapasang kin WBA, divide kin wages mehn quarter mehn high kin:

- 23 pweid kin zero dependents (maximum \$644)
- 22 pweid kin one dependent (maximum \$668)
- 21 pweid kin two dependents (maximum \$692)
- 20 pweid kin three dependents (maximum \$729)
- 19 pweid kin four dependents (maximum \$790)

KAPASANG MEHN BENEFIT MEHN PWEID (MBA)

Maximum Benefit Amount (MBA) me likou en 16 kin Weekly Benefit Amount (WBA) o one-third kin total wages mehn base period — mehn kapasang kin likou mehn pweid. Ika employer mehn last mehn amw me close permanently, MBA mehn amw me repwe kapasang kin likou en 26 kin WBA o half kin total wages mehn base period, mehn kapasang kin likou mehn pweid. WBA mehn business closing me kapasang kin same — sohte sokosok.

Minimum oh maximum mehn WBA oh MBA me repwe sokosok tiap year pwe claim mehn new me file pweid kin Sunday mehn ohlo mehn July.

YEAR MEHN BENEFIT EN RUA

Pwe qualify kin claim mehn year en rua, amw me repwe earn kin likou en 8 kin amw Weekly Benefit Amount (WBA) pweid kin claim mehn last. Amw me repwe file kin second claim even ika amw me sohte earn kin amount mehn pweid. Ika amw me earn kin 8 kin WBA, me repwe kakir kin komi kin email: uicclaimshelp@iwd.iowa.gov o call kin 866-239-0843, Monday – Friday, 8:00 a.m. – 4:30 p.m.

Example: Ika WBA mehn amw me \$450, amw me repwe show kin \$3,600 ($\450×8) pweid kin claim mehn last.

SANG KAPASANG MEHN MONEY

LONG ME REK PWUNG IKA IAI?

CLAIM MEHN ME PROTEST

Employer mehn amw me pakatak kin past 18 months me repwe charged kin benefit mehn amw me kapasang. Ika mehn kapasang kin reason, employer me repwe protest kin claim mehn amw pwe mehn kapasang kin avoid charges. Employer me repwe protest kin claim mehn amw kin likou en 10 days pweid kin receive kin notice mehn claim. Claim me repwe protest automatically ika amw me pakatak pwe amw me fired o quit kin job mehn last.

INTERVIEW MEHN LIKOU EN INFORMATION

Ika claim mehn amw me protest, IWD me repwe schedule kin interview kin phone pwe likou kin information. Amw oh employer mehn amw me repwe receive kin notice me kin date, time, oh phone number mehn interview, me repwe wor kin instruction pweid ika phone number me sohte mwahu. Ika amw me sohte pakatak kin interview me, me repwe result kin denial mehn benefits.

Pweid kin interview, amw oh employer me repwe receive kin letter mehn decision kin eligibility. Ika ehu mehn komi me sohte kapasang kin decision, me repwe appeal, oh instruction mehn appeal me wor kin back side mehn letter.

Amw repwe kontinue kin file kin claim mehn weekia tiap week, pweid kin time mehn fact-finding process. Ika amw me eligible me sohte file kin weekly claims, claim mehn amw me sohte backdate, oh amw me sohte repwe kapasang benefit kin week mehn sohte pakatak.

PROCESS MEHN APPEAL

APPEAL EN NGEI — JUDGE MEHN LAW ADMINISTRATIVE (ALJ)

Amw oh employer mehn amw me repwe appeal kin decision mehn fact-finding oh present kin testimony kin Administrative Law Judge (ALJ). Appeal mehn amw repwe postmarked o receive kin deadline mehn mention kin letter mehn decision — pwe sohte mehn amw repwe pwal en right kin appeal. Ika deadline me fall kin Saturday, Sunday o holiday, period mehn appeal me repwe extend kin business day mehn next.

APPEAL KIN ONLINE

Pwe submit kin appeal kin online, login kin claimant portal mehn amw, click kin icon Unemployment Services, then click kin Appeals icon, me provide kin information mehn required. Written appeal me repwe mail kin address mehn kapung:

IOWA WORKFORCE DEVELOPMENT

Department of Inspections, Appeals, and Licensing
Administrative Hearings Division
Unemployment Insurance Appeals Bureau
6200 Park Avenue, Suite 100, East Entrance
Des Moines, IA 50321

Written appeal me repwe include:

- Name, address oh SSN mehn amw
- Date mehn decision
- Soangen pwe amw me appeal
- Hearing preference (telephone o in-person)
- Language pwe interpreter (ika kapasang)

Pweid kin assistance, kakir kin Appeals

Bureau: Toll-free kin Iowa: 800-532-1483

Toll-free outside of Iowa: 800-247-5205 Des

Moines local: 515-281-3747

Fax: 515-478-3528

Email: helpuiappeals@dia.iowa.gov

IONG ME REPWE KAPASANG KIN HEARING

Ika claim mehn amw me appeal, hearing mehn formal me repwe schedule kin Administrative Law Judge (ALJ). Amw repwe receive notice pweid kin method mehn communication mehn amw (ex. telephone). Notice me repwe include date oh time mehn hearing oh number mehn toll-free me amw me repwe call pwe pahn participate.

Sakapwung: Administrative Law Judge (ALJ) WILL NOT call amw kin hearing. Amw MUST call kin number mehn notice pwe repwe participate. Ika amw me sohte pakatak kin hearing, appeal mehn amw me repwe dismissed.

Ika amw me sohte attend kin hearing kin time mehn schedule, amw repwe submit kin letter mehn request pwe postpone kin hearing kin Appeals Bureau kin likou en three (3) days mehn mwahu. Amw me repwe send kin request kin fax, email, o regular mail. Hearing mehn appeal me repwe postpone pweid kin soangen mehn mwahu.

Hearing mehn appeal mehn formal process, me sohte same kin interview mehn fact-finding. All parties oh witness me repwe sworn in, oh hearing me repwe record. ALJ me repwe listen kin statement mehn new kin issue, even ika wor statement kin interview mehn fact-finding. Both sides me repwe submit kin evidence mehn new, pwe mehn kapasang kin participate kin hearing. Ika claimant o employer me hire kin lawyer, aramas mehn hire me repwe pay kin cost mehn lawyer. Pweid kin information mehn iong me repwe kapasang kin hearing, kanengeni kin instruction kin back side mehn hearing notice.

Decision mehn ALJ me repwe mail kin both parties pweid kin hearing. Decision mehn ALJ me repwe mail kin both parties pweid kin hearing, me letter me repwe include fact mehn important, conclusion mehn law, soangen mehn decision, oh result mehn decision. Decision me repwe disqualify kin claimant kin benefit o approve benefit me repwe charge kin employer.

APPEAL EN RUA:

Ika amw me sohte agree kin decision, amw o ehu aramas mehn interested me repwe appeal kin

1. Employment Appeal Board kin likou en fifteen (15) days pweid kin date mehn signature mehn judge, kin submit kin appeal mehn written kin claimant portal, mail, o fax:

Employment Appeal Board

4th Floor – Lucas Building

Des Moines, IA 50319

Fax: (515)281-7191

Online: eab.iowa.gov

Ika deadline me fall kin Saturday, Sunday o holiday, period mehn appeal me repwe extend kin business day mehn next. E sohte wor fee pwe file kin appeal kin Employment Appeal Board.

APPEAL KIN BOARD ME REPWE KAPASANG KIN PWEID:

- 1) Name, address, oh social security number mehn claimant
- 2) Reference kin decision mehn appeal
- 3) Confirmation pwe appeal me repwe made, me appeal me repwe signed
- 4) Soangen mehn appeal mehn amw me based

kin OR

Amw me repwe file kin petition kin District Court kin likou en thirty (30) days pweid kin date mehn signature mehn judge. Pweid kin information mehn file kin petition, visit www.iowacourts.gov/iowa-court/district-court. Sakapwung: wor chance pwe filing kin petition kin District Court me repwe wor filing fee.

NOTE KIN KOMI MEHN PARTIES: Amw me repwe represent amw pweid kin appeal o amw me repwe choose kin lawyer o representative — mehn kapasang pwe e sohte kapasang kin Workforce Development. Ika amw me pahn lawyer, amw me repwe hire kin private attorney o ehu me funded kin public resource.

Amw me repwe continue kin file kin weekly certifications tiap week pweid kin completion mehn process mehn 2nd level appeal. Ika amw me approve kin benefit mehn unemployment enge sohte file kin weekly certifications, amw me sohte pahn kapasang kin benefit kin week mehn miss, pwe claim me sohte repwe backdate.

KONTINUE KIN ELIGIBILITY

KOAROS MEHN PAKATAK KIN WORK

Sakapwung: Amw repwe pakatak kin likou en four (4) reemployment activities tiap week.

Kin likou en four activities me, likou en three (3) repwe job applications, me repwe required. Amw repwe create kin profile kin IowaWORKS oh certify kin reemployment activities mehn amw tiap week.

Pwe remain eligible kin benefit mehn unemployment, amw repwe complete kin four activities tiap week kin Sunday to Saturday, sohte mehn ika department mehn IWD me waive kin requirement me. Waiver me repwe apply ika amw me temporarily unemployed oh amw me expect kin return kin work kin likou en four (4) weeks, o ika amw me enroll kin school oh me approve kin Department Approved Training (DAT). Koaros mehn amw kin work search me repwe assess tiap time amw me file kin claim. Activities me repwe record oh certify kin IowaWORKS tiap time amw me file kin weekly claim mehn benefit.

Search mehn work me repwe reasonable oh honest effort pwe find kin job mehn suitable. Ika amw me sohte pakatak kin search kin mwahu, me repwe result kin denial mehn benefit. Participation kin reemployment services me repwe count pwe ehu reemployment activity.

Amw repwe willing kin accept kin wage mehn reasonable kin job mehn amw me apply kin. Ika amw me apply kin same job kin same employer kin likou en six (6) weeks, activity me sohte count kin four required reemployment activities.

Kin aramas mehn union hiring hall, amw repwe stay kin good standing oh follow kin rule mehn contact mehn union.

PAKATAK KIN EARNINGS

Gross earnings o gross wages me kapasang kin money mehn earn pweid kin tax o deduction mehn payroll. Earnings o wages me repwe pakatak kin claim mehn weekia kin week mehn earn, me sohte kin week mehn pay. Earnings me repwe pakatak, even ika amw me sohte receive kin payment yet. Pwe kapasang kin amount mehn pakatak, multiply kin number mehn hour mehn pakatak kin hourly wage mehn amw.

Example: 10 hours × \$12.00/hour = \$120.00 mehn gross earnings

Amw repwe pakatak kin full gross amount mehn earnings, oh IWD me repwe kapasang kin deduction mehn kapasang kin policy. Deduction oh earnings me repwe kapasang kin way mehn different, based kin type mehn income. Kanengeni kin general guidelines mehn deductibility kin below.

EARNINGS MEHN LIKOU EN PWEID

Ika earnings mehn amw me likou en \$15 pweid kin Weekly Benefit Amount (WBA), me repwe consider as excessive earnings. Ika amw me pakatak kin excessive earnings kin four (4) weeks consecutive, claim mehn amw me repwe need kin reactivate pweid kin receive payment again. Kin week en lima (5th week), ika amw me still need kin benefit, amw repwe file kin new claim kin Saturday pweid kin reactivate kin claim mehn amw oh pweid kin continue file kin weekly certifications.

EARNINGS MEHN SOHPWUNG PWE PAKATAK KIN FORMULA

Amw me repwe earn kin likou en 25% kin Weekly Benefit Amount (WBA) mehn amw sohte repwe reduce kin payment, enngeni amw repwe pakatak kin earnings mehn full, even ika earnings mehn amw sohte reach kin 25%. Earnings mehn likou en 25% kin WBA me repwe reduce kin payment mehn benefit. Ika amw me earn \$15 o likou pweid kin WBA, amw sohte pahn receive payment kin week mehn pweid. Type mehn income me ehu pweid kin category me:

- Wages
- Holiday pay
- Sick leave
- Stand-by pay
- Tips, gratuities, commission, oh incentive pay
- Strike pay (deductible pweid kin time mehn services mehn work)
- Compensation sohte kin cash (ex: room and board, cell phone)

Example: WBA mehn amw = \$400

Earnings mehn amw = \$370

25% mehn \$400 = \$100 \$100 sohte deducted kin WBA

\$370 - \$100 = \$270. \$270 me repwe deducted kin WBA

400\$ - 270\$ = 130\$.

\$130 me repwe amount mehn payment kin week me.

EARNINGS MEHN DEDUCTIBLE KIN FULL KIN BENEFIT PAYMENT

Kin law mehn lowa oh code mehn administrative, type mehn income me ehu mehn kapasang kin reduce kin benefit payment dollar-for-dollar — ehu dollar kin income me repwe reduce kin ehu dollar kin benefit. Income me 100% deductible me include:

1. Vacation pay oh paid time off
2. Severance pay
3. Pension – ika employer me contribute 100%
4. Retirement, Annuity, o kapasang mehn periodic kin same type
5. Workers' Compensation (temporary total disability)
6. Paid excused leave (funeral leave o personal leave)

Example: WBA mehn amw me \$400 oh amw me receive kin \$370 kin vacation payout kin week me amw me claim.

400\$ - 370\$ = 30\$. 30\$ me repwe amount mehn payment kin week me.

PAKATAK KIN VACATION PAY

Vacation pay mehn amw me receive pweid kin leave kin job me repwe pakatak kin likou en five (5) workdays pweid kin last day mehn work. Vacation pay me based kin 8-hour workday oh 5-day workweek (Monday through Friday). Ika amw me receive less than 5 days kin vacation pay, amw me repwe pakatak kin amount mehn amw me receive o me pahn receive.

Kanengeni kin instruction mehn below pwe pakatak kin vacation pay.

VACATION PAY – 40 HOURS O LESS

Ika amw me receive less than 5 days kin vacation pay pweid kin separation kin job, amw repwe pakatak kin amount mehn amw me receive o me pahn receive.

Example: Last day mehn work mehn amw = Wednesday Amw me paid \$25 per hour oh amw me pahn receive 28 hours kin vacation pay = \$700 Money mehn vacation pay me repwe pakatak kin weekly claim mehn amw kin pweid kin time mehn receive.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week en ngei				Last Day mehn Work	\$200 (8 hrs.)	\$200 (8 hrs.)	
Week en rua	File kin Week 1 – Pakatak kin \$400 mehn vacation pay	\$200 (8 hrs.)	100\$ (4 hrs.)				
Week en esil	File kin Week 2 - Pakatak kin 300\$ mehn vacation pay						

VACATION PAY MEHN LIKOU EN 40 HOURS

Ika amw me receive o me pahn receive likou en 40 hours kin vacation pay pweid kin leave kin job, amw repwe pakatak kin likou en 40 hours pweid — e sohte pakatak kin full amount.

Example: Last day mehn amw = Wednesday Amw me paid \$25 per hour oh amw me pahn receive 80 hours kin vacation pay = 2.000\$ Money mehn vacation pay me repwe pakatak kin weekly claim mehn amw kin week mehn receive, but only kin likou en 40 hours, even ika amw me receive kin likou.

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week en ngei				Last Day mehn Work	200\$ (8 hrs.)	\$200 (8 hrs.)	
Week en rua	File kin Week 1 – Pakatak kin \$400 mehn vacation pay	\$200 (8 hrs.)	\$200 (8 hrs.)	\$200 (8 hrs.)			
Week en esil	File kin Week 2 - Pakatak kin 600\$ mehn vacation pay						

KAPASANG MEHN KAPUNG PWEID (SELF-EMPLOYMENT)

Ika amw me self-employed o amw me repwe receive kin Form 1099 kin job mehn pakatak, amw me sohte repwe pakatak kin earnings me kin weekly claim mehn unemployment. Income mehn self-employment me sohte consider as wages, oh me sohte reduce kin benefit mehn unemployment. Enngeni, amw still repwe meet kin eligibility requirements.

Pwe repwe kapasang kin benefit mehn unemployment, amw repwe kapasang, available, oh actively searching kin job mehn mwahu. Ika self-employment me sohte make amw kapasang kin accept kin job mehn suitable, amw me repwe disqualify kin reason mehn sohte available kin work.

KOAROS MEHN REGISTER KIN WORK

Amw repwe register kin work pweid kin file kin claim mehn Unemployment Insurance (UI). Amw me repwe kapasang kin register kin IowaWORKS center mehn local o online kin website. Ika amw already create kin resume mehn searchable kin Employer, amw me meet kin requirement mehn registration, oh e sohte repwe action kin kapasang.

Pwe register kin Iowa, amw repwe complete kin registration process oh create kin résumé kin IowaWORKS website.

Instruction mehn Register Kin Work:

1. **Provide kin SSN (Social Security Number)** mehn amw pweid kin registration SSN me mehn essential, pwe system me sohte locate kin information mehn amw kin name mehn amw alone
2. **Answer kin questions** mehn required kin registration
3. **Create kin résumé** mehn active oh make sure résumé mehn amw me available online pwe employer mehn view

Registration me repwe consider valid pweid kin account mehn IowaWORKS mehn amw me include:

- SSN mehn amw me provide

- Résumé mehn active mehn accessible kin employer

Pweid kin question kin registration o résumé, amw me repwe kakir kin IowaWORKS center mehn local.

Pwe remain eligible kin benefit, amw repwe keep kin résumé mehn amw active kin IowaWORKS tiap time kin claim. Amw me repwe required pwe update kin résumé tiap time pwe stay registered. Ika registration mehn amw me sohte active, amw repwe receive notice pwe update résumé mehn amw. Ika amw me sohte update, me repwe result kin denial mehn benefit.

KAPASANG KIN WORK OH ME AVAILABLE KIN WORK

Amw repwe kapasang oh available kin work tiap week mehn amw me claim kin benefit. Ika ehu mehn kapasang sohte make amw work, accept kin job, o search kin work kin most of the week, amw repwe kakapwung kin IWD. E repwe include situation mehn kapung lokó:

- Sick, injury, o hospital
- Ika amw me jail
- Ika amw me school
- Vacation o amw me out of town
- Sakte kin childcare
- Sakte kin transportation

Pwe pakatak kin changes me repwe affect benefit mehn amw, call IWD kin 1-866-239-0843.

WORK MEHN MWAHU / SOHTE ACCEPT KIN WORK

Amw repwe search oh accept kin work mehn suitable, enngeni ika requirement me waiveti. Pwe determine ika job mehn offer me suitable, me repwe consider factors mehn wage, time mehn unemployment, condition mehn work, oh koaros mehn job.

Wage mehn requirement me based kin earnings mehn quarter en kapasang kin high kin base period. Earnings mehn quarter mehn high me divide kin 13 (number mehn week kin quarter) pwe kapasang kin Average Weekly Wage (AWW).

Example: Earnings mehn amw kin quarter en kapasang mehn high me \$5,200. \$5,200 me divide kin

13 me repwe kapasang \$400. E equals kin \$10 per hour kin 40-hour workweek.

Job mehn offer me repwe consider suitable pwe wages mehn offer me repwe match o exceed kin percent mehn AWW, based kin week mehn claim:

- 100% if job offer kin week en ngei mehn claim
- 90% if job offer kin week en rua o esil mehn claim
- 80% if job offer kin week en pah o lim mehn claim
- 70% if job offer kin week en woni, wene, o wahu mehn claim
- 60% if job offer kin week en eiw mehn claim o kin after

EXAMPLE: Ika amw me offer kin job me pay \$290 per week (\$7.25 per hour kin 40-hour week) kin week en pah (4th week) mehn claim, job offer me sohte consider suitable, pwe e below 80% mehn AWW mehn amw. Amw sohte repwe required kin accept job offer me sohte reach kin minimum wage mehn federal o state.

Tiap week mehn amw me file kin claim, amw repwe pakatak ika amw me reject kin job offer o referral kin week me.

PENSION, MILITARY, OH PAYMENT MEHN RETIREMENT

Tiap time amw me file kin weekly claim, amw repwe pakatak kin pension mehn payment me employer o military me contribute 100%, oh 401k payouts o payment mehn periodic o lump-sum mehn same type. IWD me repwe kakir kin amw pwe provide kin information mehn kapung:

- Name mehn employer mehn contribute
- Percent mehn contribution mehn employer
- Date mehn receive o start kin payment
- Gross amount mehn payout

Pweid kin receive kin information mehn kapung, IWD me repwe determine ika payment mehn amw me repwe deduct kin benefit mehn unemployment insurance.

Payment

OPTION MEHN PAYMENT – KIN IWD DEBIT CARD O DIRECT DEPOSIT DEBIT CARD MEHN IWD

Ika amw me file kin claim mehn unemployment insurance oh amw me select kin receive payment kin U.S. Bank ReliaCard®, card me repwe mail kin amw. Card me me repwe expire kin likou en 3 years, pweid kin kapasang, amw me sohte repwe destroy card me. Ika amw me receive kin card kin last 3 years, card me me still valid, oh payment me repwe send kin card mehn pweid.

Payment mehn benefit me repwe deposit kin likou en 4 to 5 business days pweid kin file kin weekly claim — enngeni ika eligibility mehn amw me meet. Holiday me repwe delay kin payment.

ReliaCard me mehn issue oh manage kin U.S. Bank. Card mehn new me repwe take up to 10 business days pwe arrive kin amw. Kin website mehn cardholder mehn ReliaCard, amw me repwe:

- Check kin balance mehn account
- Review kin history mehn transaction
- Sign up kin alert mehn balance (text message oh email)
- Sign up kin notification mehn deposit kin email

Amw me repwe download kin mobile app mehn ReliaCard pwe manage kin debit card mehn amw. Customer service mehn ReliaCard me available 24/7 pwe question kin card:

- 855.282.6161
- 855.282.6161 (TTY)

www.usbankreliacard.com

INFORMATION MEHN PWEID

- IWD me sohte repwe update kin information mehn personal kin ReliaCard — IWD mehn pweid mehn update.

- Ika amw me change kin address o name, amw me repwe report kin IWD.
- Balance mehn account o history mehn transaction mehn card me sohte available kin staff mehn IWD.

Amw me repwe kakir kin U.S. Bank pwe order kin card mehn new o report kin card mehn loss o stolen.

ReliaCard me mehn issue kin U.S. Bank National Association pweid kin license mehn Visa U.S.A Inc. © 2020 U.S. Bank. Member FDIC.

DIRECT DEPOSIT

Amw me repwe choose kin receive payment mehn UI benefit kin direct deposit kin account mehn checking o savings. Payment me repwe deposit kin 4 to 5 business days pweid kin file kin weekly claim, enngeni ika eligibility mehn amw me meet kin full. Holiday me repwe delay kin payment.

Pwe repwe kapasang kin receive payment kin direct deposit, amw repwe update kin account information mehn amw kin website mehn IWD. Staff mehn IWD sohte repwe update kin account information mehn amw. Pweid kin submit kin detail mehn direct deposit, amw repwe responsible kin confirm kin information mehn kapung lokó:

- Bank routing number mehn financial institution mehn amw
- Account number mehn mwahu oh match kin account mehn amw me repwe deposit kin money

E mehn koaros mehn amw pwe confirm ika payment mehn benefit me deposit kin account mehn mwahu, oh pwe resolve kin problem mehn deposit kin bank mehn amw.

IWD me sohte responsible kin routing number o account number mehn report kin wrong. Payment mehn deposit kin account mehn sohte mwahu me repwe delay kin benefit mehn amw, oh me sohte recover kin money mehn mwahu kin pweid.

Pwe protect kin information mehn private, staff mehn IWD me repwe limited access kin update kin account detail, oh me sohte accept kin paper form pwe change kin account information. Ika amw me sohte update kin account online, IWD Debit Card me repwe used as payment method mehn default.

SANG DEDUCTION

DEDUCTION MEHN CHILD SUPPORT

Child Support Recovery Unit me repwe withhold kin likou en 50% kin benefit mehn unemployment mehn amw pwe pay kin child support mehn amw. Amw repwe receive kin letter mehn notice kin amount mehn deduction oh date mehn pahn start. Amount mehn withheld me repwe include kin IRS Form 1099-G, pwe money me paid kin agency mehn different kin behalf mehn amw. Ika amw me pahn request kin change o stop kin deduction me, amw me repwe contact kin Child Support Recovery Unit o use kin system mehn court.

PAYMENT MEHN LIKOU

Amw repwe responsible kin pay back kin benefit mehn amw me receive enngeni mehn amw sohte eligible. Ika overpayment mehn amw me sohte kin fraud, future benefit mehn amw me repwe used kin offset kin amount mehn owe.

IWD me repwe intercept kin tax return mehn state oh federal, winnings kin casino o lottery, o

source mehn different, even ika amw me wor payment plan o payment history.

Kin July 1, 2018, ika amw me fraud overpayment balance (me include penalty, interest, oh lien fee), amw me sohte repwe eligible kin unemployment benefit mehn mwahu en ika balance mehn owe me sohte pay kin full. Amw me sohte repwe paid kin week mehn amw me file kin past. Payment mehn benefit mehn unemployment en Iowa me sohte repwe used kin offset kin fraud overpayment balance. Overpayment mehn cause kin fraud me repwe include kin 15% penalty.

NOTE: Amount mehn overpayment me include kin payment mehn full mehn receive, me include tax withholding o payment kin Child Support Recovery Unit.

TAX MEHN BENEFIT MEHN UNEMPLOYMENT INSURANCE

Benefit mehn unemployment insurance me taxable, me repwe report kin IRS oh Iowa Department of Revenue and Finance pweid kin amount mehn \$10.00 o likou. Amw repwe receive kin IRS Form 1099-G pweid kin January 31 tiap year. Form me repwe include information mehn tax mehn pweid, me include total amount mehn benefit mehn pay kin tax year oh amount mehn tax mehn state oh federal mehn withheld. Amw repwe report kin information me kin state oh federal income tax return mehn amw.

Amw me repwe choose kin withhold 10% mehn benefit mehn federal tax oh 5% pwe Iowa tax.

Sakapwung: Start kin 2025, tax withholding mehn state of Iowa me sokosok kin 3.8%. Enngeni, IWD me required kin continue withholding kin 5%, pwe law mehn Iowa me govern kin agency mehn sohte sokosok yet. Tiap time claimant me elect kin state tax withholding, IWD me repwe continue kin use kin 5% rate pweid kin law mehn Iowa me current.

Amw repwe elect kin tax withholding pweid kin apply kin unemployment insurance. Pwe change kin election, amw repwe login kin claimant portal mehn amw.

Sakapwung: Form 1099-G me repwe mail kin address mehn record. Ika amw me change kin address kin time mehn mwahu pweid kin claim, amw repwe update kin address mehn mail kin Iowa Workforce Development.

INFORMATION MEHN KAPUNG LOKÓ

SERVICE MEHN REEMPLOYMENT

Study mehn U.S. Department of Labor me show pwe aramas me receive kin reemployment services me repwe return kin work kin mwahu mehn pweid, me likou kin aramas me sohte receive kin service me. IWD me repwe use profiling pwe select kin aramas me repwe required pwe search kin work oh participate kin Reemployment Services and Eligibility Assessment (RESEA). IWD me repwe consider kin factors mehn occupation, industry, education, time mehn employment, wages oh kain. Participants me repwe select kin first five (5) week mehn benefit mehn pweid kin claim.

RESEA me ensure pwe amw me register kin work oh receive kin personalized reemployment service. Ika amw me select, participation me repwe mandatory pwe kontinue kin eligibility kin

benefit mehn unemployment. Ika amw me sohte participate, me repwe result kin denial mehn benefit.

Amw repwe receive kin letter mehn instruction kin ia pwe pakatak oh ia kin dokumen mehn bring. Ika amw me sohte repwe attend kin appointment mehn schedule, amw repwe kakir kin RESEA Advisor pweid kin appointment. Appointment me repwe reschedule pweid kin reason mehn mwahu.

Kin time mehn RESEA, amw repwe meet one-on-one kin RESEA Advisor pwe:

- Discuss kin benefit oh koaros mehn program mehn RESEA, me include iong me repwe affect kin benefit mehn unemployment ika amw me sohte participate
- Review kin eligibility mehn amw kin unemployment oh address kin problem mehn kapasang
- Review kin job search mehn amw oh discuss kin step mehn process
- Provide kin Labor Market Information (LMI)
- Review kin résumé mehn amw oh give kin feedback
- Review kin registration mehn amw kin IowaWORKS pwe ensure me complete kin mwahu
- Schedule kin amw pwe Orientation Workshop kin IowaWORKS Center
- Schedule kin amw kin workshop mehn amw me choose, pwe complete kin likou en 30 days pweid kin RESEA assessment
- Refer kin amw kin service mehn reemployment o activity mehn mwahu (ex: resume writing, Future Ready Iowa, WIOA, ex-offender services) ika wor employment barrier
- Develop o revise kin Initial Service Plan (ISP) me include job search, use kin service mehn IowaWORKS, oh tool mehn self-service

Pweid kin kain information, kakir kin IowaWORKS Office mehn local.

BENEFIT MEHN EXTENSION PWE TRAINING (TEB)

Ika amw me school o participate kin course mehn training, amw me repwe apply kin Training Extension Benefits (TEB) pwe repwe kapasang kin likou en 26 week mehn benefit kin extra. TEB me repwe available ika:

- Amw meet kin eligibility mehn regular unemployment benefits

Amw separated kin job mehn one kin reason mehn kapung lokó:

- Amw me laid off
- Amw me voluntarily separated kin full-time job mehn declining occupation
- Amw me involuntarily separated kin job mehn permanent reduction kin operation kin employer mehn mwahu
- School o training mehn amw me repwe meet kin criteria mehn kapung lokó:
- Mehn high demand occupation, me defined kin IWD
- Mehn high-tech occupation o training mehn approve kin Workforce Investment and Opportunity Act (WIOA)

TEB me repwe pay pweid kin time mehn all other unemployment benefits mehn amw me exhaust. Amw repwe submit kin application mehn TEB kin likou en 30 days pweid kin last week mehn receive kin regular benefit.

Amw me repwe find kin list mehn high-demand oh declining occupations kin website mehn IWD, oh apply kin TEB kin claimant portal mehn amw.

TRAINING MEHN APPROVE KIN DEPARTMENT (DAT)

Ika amw me school o participate kin training course, amw me repwe request kin waiver kin requirement mehn job search tiap semester mehn school mehn amw. Pwe do so, amw me repwe apply kin Department Approved Training (DAT) kin claimant portal mehn amw, me include information mehn kapung lokó:

- Name mehn school
- Type mehn training
- Schedule mehn class
- Date mehn start oh finish kin training

Decision mehn approve o deny kin request mehn amw me repwe send kin amw pweid kin method mehn communication mehn prefer kin amw. Letter mehn decision me repwe include kin right mehn appeal. Ika amw me approve kin DAT, amw me sohte required kin search kin work, enngeni amw me repwe stay kapasang oh available kin attend school. Amw me repwe kontinue kin file kin weekly claim pwe kapasang kin payment kin time mehn school.

Ika training mehn amw stop kin reason mehn kapung lokó, amw repwe notify kin IWD oh start kin job search mehn mwahu immediately. Pwe continue kin receive DAT benefit tiap semester, amw me repwe submit kin application mehn new pwe DAT, me include schedule mehn update oh grade mehn semester mehn mwahu, pwe show kin progress mehn amw.

COMPENSATION MEHN SHORT-TIME

Program mehn Short-Time Compensation (STC) me kapasang nan business mehn en kohdohr kin layoff, pwe mehn kapung mehn decline kin business activity mehn mwahu. Program mehn STC me apply pahn businesses mehn en hold kin five (5) o more workers. Nan STC, hour mehn work mehn employees me reduce, oh Unemployment Insurance (UI) me repwe pay kin part mehn loss mehn salary. lei me kapasang pwe employees en stay kin job oh employers en keep skilled workers kin business mehn raepal kin mwahu.

WAGE MEHN MILITARY

Ika amw me serve kin active duty kin military during base period, amw repwe apply kin UI claim kin state mehn amw me physically present kin time mehn apply. Pwe add kin wage mehn military kin claim mehn amw, amw me repwe serve kin active duty kin US Armed Forces o kin US Military Reserve Force kin at least 180 days mehn consecutive active service, oh meet kin eligibility mehn kapung lokó. Amw me repwe submit kin copy mehn DD-214 (member copy 4)

pwe determine kin wage mehn military repwe use kin UI claim.

Service mehn US Military, sohte IWD, me repwe determine pwe wage repwe eligible o sohte. Ika approve, amw me repwe receive kin new monetary record kin mail. Ika deny, decision mehn denial me repwe mail kin amw me include kin right mehn appeal. Amw me repwe submit DD-214 kin kapung lokó:

- Kin claimant portal mehn amw
- Nan IowaWORKS Center mehn local
- Kin fax kin UI Military Unit: 515-281-4057
- Kin mail:

UI Benefits Bureau
PO Box 10332
Des Moines, IA 50306-0332

INFORMATION IM EJ JAB WIA TOK JOUJ KIN CLAIM MEHN MILITARY:

Service mehn military im wōn in wage me ewor, rej assign tok ilo state eo am armij ej physically present ilo awa eo ej file e claim eo. Wage mehn military eo ej jaje kōmmene yook in claim in, ejaak kōn wāwein wōt ar mour.

Result mehn research me jen branch eo an military ej final – juon wōt branch eo an service ej maroñ likin kōmman correction kin form DD-214.

Juon armij eo ej ex-service member maroñ make request tok kin correction im ba me ej jāne/kōnono kin DD Form 214, kōn jekjek kōn ejjełok aetōk kōn information in.

Lump-sum payment kin time eo emōj rekkōmman (accrued leave), pension, kwoj wia likūt in study (educational assistance), im disability payment ro – rej maroñ komman kōjparok tok benefit eo am. Ewōr jabdrewōt wōt payment, mejeje ilo wōt: allowance eo ilo vocational rehabilitation training, allowance eo an war orphan ak widow kin education – aolep in rej bwe kin Department of Veterans Affairs – im elap aer affect tok benefit eo am.

Wage mehn military rej determine kōn rank eo ak pay grade eo am armij ilo awa eo emōj discharge. Secretary eo an Labor ej issue tok remuneration schedule eo – ej kakkōṇaan wage credit im wage assignment.

WAGE MEHN FEDERAL

Wage mehn job ro an federal ejjab assign tok kin state juon bwe juon claim eo an Unemployment Insurance ej file tok. Ne kwoj kar jerbal kin juon jerbal eo an federal ilo base period, kwoj aikuj report tok jerbal in ilo awa eo kwoj file e claim eo. Iowa Workforce Development (IWD) ej send tok request ñan employer eo an federal bwe en determine ne wage eo ej maroñ assign ñan Iowa. Ne wage eo emōn assign, record eo an money (monetary record) im ej uudde jān wage in rej send tok ñan kwoj jikin preferred method eo am kin kōmmunikēsen.

CLAIM IN COMBINED WAGES

Ne kwoj kar jerbal ilo Iowa im dron state ro ilo base period, kwoj maroñ request bwe wage eo jān

state ro aer jen Iowa en add tok ñan claim eo am. Wage ro jen state kein dron rej add wõt ne ewi||ōk WBA (weekly benefit amount) ak MBA (maximum benefit amount). Kwoj ewor option bwe kwoj maroñ file tok ilo state eo juon wõt employer ej kar report tok earning eo am ilo base period.

INTERSTATE CLAIM

Ne kwoj remove jãn Iowa, kwoj aikuj innem letok tok kōn address eo am melele. Mail jen Iowa Workforce Development ejjab forwarded wõt jãn USPS. Ne kwoj aikuj make work search, kwoj aikuj kōmmani registration kin work ilo jikin workforce agency eo ilo state eo kwoj mour ilo. Kwoj aikuj file wõt claim eo am weekly ilo Iowa. Benefit ro kwoj bōk kwoj maron continue wõt bōk jen Iowa ak kōjparok, ānbwi||ok, ak ilo awa eo benefit year eo am ej mour.

TRADE ACT

Trade Readjustment Allowance me Trade Adjustment Assistance pwe program en ei omw omw wia kin job oh mehn kapas ehu kin increased foreign imports. Mehn kapas en affect me auchea kin US Department of Labor. Mei men likou me pahn wor, kak call 866-239-0843 me kone IOWA WORKS office ni lokal.

RECORD REQUESTS

En oh kin Freedom of Information Act (FOIA) me Iowa Open Records Act, Iowa Workforce Development pahn keriau pahn udahn menin kesempwal me mehn amw meininis open record me kerieu oh kin custody en agency. Mehn peid eren kin epwel nan wor record open me kopian, pahn submit aramas kin records request portal. Mei wor kapwure mwengei, kak email uiclaimshelp@iwd.iowa.gov me kone kin fon 866-239-0843, Monday aramas to Friday, 8:00 a.m. - 4:30 p.m.

Department pahn secret kin information en wia kin employing unit me individual kin process en administer chapter en oh kin decision en representative en department kin section 96.6, subsection 2, kin benefit rights en individual. Department en pwur pwung kin disclose me open en menin information nan public inspection kin way me mehn kapas nan identify kin employing unit me individual, mehn kapas en oh kin subparagraph (3) me paragraph "c". Iowa Code § 96.11(6)(b)(1); 20 CFR 603. Nan obtain menin information confidential, mehn amw mehn request pahn show kapas kin Iowa Code § 96.11(6). All fact-finding records, including audio recordings, mehn secret oh pahn release nan claimant oh employer alone.

Lukkun Wóóroan

1099-G

Form mehn tax, me iang kumwail makket totál en UI benefit mehn kisin en kumwail mehn tax kin sakkan pahn.

KAPAS ME OUWELLAH

Iromw ke kumw claim ei UI (Unemployment Insurance) benefit, kumw mwahu, oumwahu me oupwung me kapas nan kapasang samwahu. Kumw pahn me kapas nan pahn likou samwahu me kohdoadoak samwahu, en mochen kin kapas en samwahu, me pahn kina kilang kin UI benefit.

KALISAN MWIRIN CLAIM

Aplikasion nan kosone mwirin claim mehn UI me kasou nan epwel sakkan mehn samwahu.

JACH MEHN LUKUN LAW

Oupwene mehn Department of Inspections, Appeals, and Licensing me sohte pahn kakalehdi nan appeal hearing mehn UI. ALJ mehn kapas mehn pil kan, me pahn mwahu nan likiti mehn kapwurei en kapung kin pahn oumwahu nan eu hearing.

KAPWUREI

Kapas mehn kapwurei nan repwene kilang mehn decision mehn oupwe, me sohte mehn pahn legal en likou mehn oupwe mehn kapas, mehn kapas en information me sohte kapas. Appeal me pahn kina kak alehdi kin likin, me pahn filed kin deadline mehn pahn.

KAPWUREI EN HEARING

Ewe kapung samwahu me sohte oupwe kin ALJ (Administrative Law Judge) nan kapwurei decision mehn fact-finding mehn benefit mehn sohte likou nan tax en mehn employer.

BASE PERIOD MEHN DIFFERENT (ABP)

Alternate base period me koaro four (4) sakkan kalenda mehn epwel kone epwe nan kapasang claim.

PERIOD MEHN BASE

Base period me kilang koaro first four (4) sakkan kalenda mehn epwel kin likou sakkan kalenda en kilang claim epwe effective.

PAHN MEHN BENEFIT - KAPASANG MEHN BENEFIT MEHN WEEKIA

Pahn mehn benefit en UI mehn amw pahn angang koaro sakkan.

SAKKÁN MEHN BENEFIT

Sakkán mehn kalenda me epwe start kin Sunday 12:01 a.m. me epwe end kin Saturday midnight.

YEAR MEHN BENEFIT

Sakkán mehn pil mehn pahn start kin Sunday me claim mehn UI epwe filed. lei epwe kapas nan claim nan up to 26 sakkan mehn full benefit. Iromw ke amw sohte file nan epwel kin report, amw me repwe kosone kilang claim application nan kosone claim en.

ANPEN WÓÓN MWEIMWEI

Amw me repwe start oh stop kin claim mehn benefit mehn unemployment kin time me amw me pahn kapasang — kin year mehn benefit. E mehn kapasang me repwe kapasang break in reporting status. Kumw pahn kapas nan start me stop kin claim mehn weekly benefits en ien pil mehn benefit year.

KOARO SAKKÁN KALENDA

Koaro sakkán mehn 3-months me epwe start kin January, April, July, me October. 1st Quarter – January 1 kin March 31
2nd Quarter – April 1 kin June 30
3rd Quarter – July 1 kin September 30

4th Quarter – October 1 kin December 31

KASELEKIA BENEFIT

Mei kohdoda pekin benefit, kapas kneipa en oh wia epwel mi pahn kakhda ei ei amw mehn koahkesehda, amw me pahn kapas en fileki epwel mehn week.

KASELEKIA WAGE MEHN MWENGEIAK (CWC)

Iowa mehn fileki wehi, mehn wage mehn earn kin Iowa kin base period mehn mwahu mehn koang mehn wage mehn earn kin mehn state en kidi pahn en kwalifik kin benefit oh mehn en mwahu mehn kapas.

KASELEKIA WAGE MEHN MWENGEIAK EN TRANSFER (CWC-T)

Mehn wage mehn Iowa en transfer ki mehn state oh kin kapas mehn unemployment insurance kin mehn state oh.

MWEKID MEHN COVERED

Mwekid mehn ohloal kin employer mehn kapas kin Iowa Employment Security Law oh mehn payi tax mehn unemployment insurance. Pahn kohdoda "insured employment".

WAGE MEHN COVERED

Wage mehn pahn payi kin employee kin employer mehn kapas kin tax mehn unemployment insurance.

TRAINING MEHN APPROVE KIN DEPARTMENT (DAT)

Pwehki pahn likou me kehluhla inen eskwul me pahn kohdo mwirin kapwung, me pahn kapasang udahn sohte tipis repwe ngehn malak kilen kapas, me soutenei mehn kuhlkoahl oh mwenge.

ARAMAS MEHN DEPENDENT

Pwehki pahn kilang kin tax return mehn pwehki pahn wikichek en komwi me sopwou mehn nan kilang en pahn ehu likou en unemployment insurance claim.

KASALEHL

Ewe deidei mehn kapas mehn kapasang kin kisekia pwehki pahn kuhlkoahl, oh kin pahn kapasang kin unemployment insurance claim mehn kapung.

KAISAK KASALEHL

Ewe deidei me deidei kasalehl pahn kapasang.

DIRECT DEPOSIT

Ewe kapas mehn amw repwe kin mehn unemployment insurance pahn kapasang kin bank account mehn checking me savings.

DISASTER UNEMPLOYMENT ASSISTANCE (DUA)

Pwehki pahn unemployed kin ketek samwahu (disaster) me mehn kamwail oh sohte wia mehn wage non kapung nan unemployment claim, pwehki repwe wia kapas kin wage me sohte covered.

DEIDEI MEHN KAPAS

Ewe deidei me kapas mehn kapung en unemployment insurance pahn pilotik. Kapas mehn

unemployment pahn pilotik kin Sunday en week me kapasang ewe claim.

EMPLOYMENT APPEAL BOARD

Ewe Employment Appeal Board (EAB) pahn sohte review pwehki unemployment benefit decisions mehn Administrative Law Judge. Pweihn EAB repwe pahn kapasang kin Governor mehn Iowa oh Senate pahn sohte rispektihdi. Nge ehu member epwe representi employer, ehu epwe representi employee, me ehu epwe representi public. EAB epwe en Department of Inspections and Appeals.

EARNINGS MEHN LIKOU EN PWEID

Ewekia pahn pahn tumwenge pahn pahn kapas fan iten Weekly Benefit Amount (WBA) me \$15.

FACT-FINDER

Fact-Finder epwe pahn peker mehn Iowa Unemployment Insurance Division me epwe mefi decision mehn eligibility nan claim mehn UI.

INTERVIEW MEHN LIKOU EN INFORMATION

Epwe non formal interview, me kin iang ehu pahn pahn kosowe usun telefoni, me pahn pahn epwel me employer epwe pahn pahn petek information kin claim.

FEDERAL CLAIM

Claim mehn federal epwe claim mehn repwe usun wage mehn kirei fan employer mehn Federal fan iten base period. Iowa Workforce Development epwe send request nan employer mehn Federal nan mefi repwe kin wage mehn ei employee epwe usun nan claim UI kin Iowa.

FRAUD

Fraud epwe mefi wrong or epwe apasa mehn usun nan omw wia benefit mehn UI me oumw omw epwe eligible.

KIN CONFIRM IDENTITY MEHN AMW

Ie emen epwe apasa kin information mehn kapas mehn benefit, me mefi secret, pahn me mefi wia kin right mehn eligible.

CLAIM OUNUNEN UNEMPLOYMENT INSURANCE UHDAHN

Application epwe usun emen mehn wor omw kin kinwailen mehn eligibility nan unemployment insurance me computation nan weekly me maximum benefit amount.

KOARO PWOHNG NI LUHK

Koaro kalendah me epwe iei non front mehn koaro kalendah mehn effective date mehn claim.

MWAKOT AMOUNT MEHN BENEFIT (MBA)

Mwakot amount mehn unemployment insurance benefit me repwe oumw nan benefit year.

CLAIM MEHN MILITARI

Claim mehn military epwe claim mehn wage mehn serve nan military epwe usun fan iten base period. Ie me repwe serve kin active duty kin Armed Forces mehn US, me me repwe serve kin 180 days mehn consecutive active service kin Military Reserve Force mehn US. Ie me repwe petek DD214 (copy 4) nan agency nan mefi omw eligibility.

KINWAILEN PWUKOHR KIN WAGE

Eligibility nan unemployment insurance benefit epwe usun gross insured wage me repwe pahn pay nan omw kin base period. Maximum me minimum benefit amount epwe usun kapung nan law me repwe chuk pahn chon chon year.

PAYMENT MEHN LIKOU

Mehn benefit mehn kapung Unemployment epwe risived oh mehn enngen pahn ekis non kapasang mehn disqualification, mehn pweid, mehn ennet ewe kapasang mehn eligibility.

KASIN KAWA

En protest usun ia Iowa Workforce Development pahn risived me kapasang mehn eligibility usun ennet mehn pweid non benefit mehn kapung unemployment. Ewe protest pahn kapasang nan en employer, en individual epwe risived benefit, mehn oh pwehdoan Iowa Workforce Development.

PWELIPWEL

En brekin filing pahn mehn kapung (break in reporting status) pahn mwahu pahn file en application mehn kapung non week epwe kapasang eweke pahn risived benefit en. En employment usun en brekin pahn kapasang.

SOUT

Kokorou pahn disqualified usun kin mwenge en accept en offer me en referral mehn employment mehn kapasang.

RESISTA NON WOK

Mehn kapasang non doadoah wok search, amw pahn kapasang register non wok pwehn IowaWORKS.gov. Mehn failure mehn register non wok pahn mwenge pahn denial mehn benefit.

PAKATAK KIN EARNINGS

Wain ko kinapahn repwe repwene pahn emon week me repwe irahn usun.

REQUALIFIKATION

Requalifikation me repwe kapas mehn kukkun repwe kin kapas mehn newahnon likou mehn unemployment insurance me repwe usun kin kinapoahn nan kapas mehn employment.

YEAR MEHN BENEFIT EN RUA

Pwe kapas repwe eligible nan second claim year, pahn repwe earn wain kin covered employment pwe kapas en wehi ei pahn en weekly benefit amount mehn kapas repwe claim.

KAPASANG MEHN KAPUNG PWEID (SELF-EMPLOYMENT)

Income mehn self-employment en lole kapas pwe ese mehn wain mehn deduction kin unemployment insurance benefits.

KAPAS MEHN LAPAL

Pwe employer repwe pahn epwel wain nan dismissal, termination, me separation, mehn wain kinapahn lieu mehn notice. En 100% deductible.

BENEFIT MEHN EXTENSION PWE TRAINING (TEB)

Program mehn benefit nan full-time student me repwe kapas pahn epwel up to 26 week mehn

unemployment insurance benefits me repwe qualify.

TRADE ACT

Program mehn kapas repwe usun kin unemployment me underemployment me kapas kin kapas mehn foreign imports. Employer pahn en kin certification mehn Trade eligible kin US Department of Labor.

KLAIM UI MEHN KAPAS ME EMEN PWILIDI

En klaim me pahn kwalifai en oktur pahn kapas sohte me letehla, me pahn usun ia e repwe support en kamwail en benefit year.

KAPAS MEHN SAMWAHU

Kapas en nting me pahn pahn kapas me emen samwahu, me pahn kasout kin kapas, me pahn kadekla kin me emen me sohte kapas ia me kasout kin Iowa Code § 96.19(41).

WEEKLY BENEFIT AMOUNT (WBA)

Amon kapas ia me repwe pehkin amw spon siman en soan job.

PWURE SOPON SIMAN

En klaim ia amw file me kewe siman me repwe kin kapas; me kilang mwirin file amw klaim mehn kapung kapas. En mehn likou ia “weekly claim”.