



WORKSHARE PROGRAM

A Valuable Option for Employers

PowerPoint Agenda and Goals



1. Workshare Program Overview
2. Eligibility
3. Benefit Structure
4. How to apply
5. Closing and Links

WorkShare



an opportunity
for employers to...

- ✓ Avoid layoffs
- ✓ Reduce payroll expenses
- ✓ Keep your trained staff
 - ✓ Respond quickly to changing business needs

WorkShare

A program that helps employers maintain productivity and morale in the workplace.

WorkShare participants keep their jobs and receive a percentage of their weekly benefit amount in unemployment benefits while their hours are reduced.

WorkShare participants are work search waived.

A **WorkShare** reduction can be between 10% - 50% of standard hours, applied uniformly across a particular unit.

As business recovers, **WorkShare** employers avoid the time and expense of hiring and training new employees.

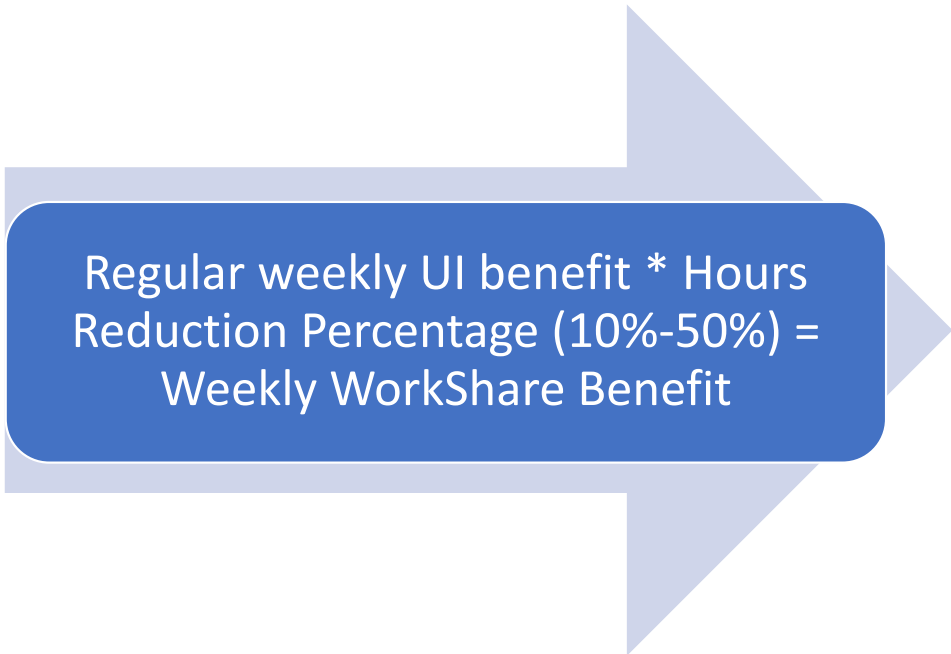


Eligibility and What's Excluded



- You must be up to date on your payroll taxes and be in good standing with the NH Department of Labor.
- Cannot be used to supplement seasonal or intermittent work.
- Employers must certify that they are avoiding layoffs.
- Employers with Collective Bargaining agreements must have plans approved by the employee agent.

Structure of Employee WorkShare Benefits



Regular weekly UI benefit * Hours
Reduction Percentage (10%-50%) =
Weekly WorkShare Benefit

- Employees are required to report any additional outside wages earned to the employer for their continued weekly claim.
- Outside part-time wages earned above \$128 will reduce the employees benefit dollar for dollar.
- Weekly “work search” requirement is waived.

Regular Weekly UI Benefit

- Calculated based on annual earnings.
- In at least 2 prior quarters individual must have earned no less than \$1400.
- Minimum weekly benefit = \$32
- Maximum weekly benefit = \$427

Annual Earnings of Not Less Than	Maximum Weekly Benefit Amount	Maximum Benefits
35,500	362	9,412
36,500	372	9,672
37,500	383	9,958
38,500	394	10,244
39,500	405	10,530
40,500	416	10,816
41,500	427	11,102

Additional Program Requirements



1. Maintain the same health insurance that was in place prior to the start of the WorkShare plan.
2. Continue retirement contributions based on actual hours worked.
3. Other fringe benefits can be maintained or discontinued at the discretion of the employer.
**This must be spoken to in the WorkShare plan you submit.

The Application Process



- Per Law, Employment Security has up to 15 business days to process an application.
- Plans must be filed a minimum of three business days prior to their Sunday start date but due to processing times, should be filed as early as possible.
- Decisions cannot be appealed but an employer can submit a new plan.
- Once a plan has been approved each employee has to submit an initial claim.
- The employer submits a continued weekly claim.

Information Needed for the Application

Employer Specific Information	Employee Specific Information
Employer contact, mailing and work site address	Unit the employees work for (example: production)
Federal EIN number	Employee name
Plan reason and start date	Social security number
Normal shutdown dates (within the plan dates)	Which employees, if any, are in a union
Hours Reduction as a percentage (10%-50%)	Normal hours worked per calendar week

Please call us at 603-447-1467 or email us at WorkShare@nhes.nh.gov for additional information regarding this exciting opportunity. You can also visit our website at <https://www.nhes.nh.gov/nhworking/stay/index.htm> for information regarding NH's WorkShare and Mass Layoff programs



"I can't express enough what a great program this is. It certainly helped us through tough times without having to make drastic decisions."

- WorkShare employer