

## FREQUENTLY ASKED QUESTIONS

### 1 HOW IS THE WORK SHARE PROGRAM FUNDED?

The program is funded the same way traditional unemployment insurance is- through payroll taxes paid by employers. However, on this program, partial unemployment insurance benefits are granted to employees to compensate for a reduction in hours. In this way, the program allows both businesses and their current employees to get the benefit of the payroll taxes companies pay.

### 2 DOES A BUSINESS HAVE TO “QUALIFY” FOR THE PROGRAM?

Most businesses are eligible for the program. Program enrollment consists of submitting a short plan for how the program will be used and certifying the program rules and guidelines will be followed. You can preview the program application in a PDF format at [OregonWorkShare.Org](http://OregonWorkShare.Org).

### 3 HOW MUCH CAN EMPLOYEES EARN THROUGH THE PROGRAM?

The weekly benefit amount depends on the income of the employee and the number of hours that are reduced. If an employee's hours are reduced by 20%, they would receive 20% of the unemployment insurance benefits they would have received if they had been laid off.



**FOR EXAMPLE:** If Jim usually works five days a week and earns \$500, he would now work four days per week and earn \$400 from his employer. If Jim would be eligible for \$275 a week in unemployment insurance benefits, he would now receive both the \$400 in wages from his employer and \$55 in Work Share benefits for the week (20% of his \$275 weekly benefit) for a total of \$455.

You can use our online benefit estimator to find out how much you are eligible to earn through Work Share located here: [secure.emp.state.or.us/ocs/estimator/](http://secure.emp.state.or.us/ocs/estimator/)

### 4 HOW MANY EMPLOYEES CAN BE ON THE PROGRAM?

Employers with three or more employees can apply for the program. Work Share has been used by businesses to avoid layoffs with as few as three and as many as 500 employees on the program.

### 5 HOW DOES PROGRAM PARTICIPATION AFFECT TAXES?

Using Work Share for partial unemployment benefits affects a company's premium in a way similar to traditional unemployment insurance claims, yet businesses get the benefit of retaining key employees.

### 6 HOW DOES THE PROGRAM AFFECT EMPLOYEE BENEFITS?

While on the program, employers continue to provide health and retirement benefits under the same terms and conditions as when the affected employee worked his or her usual weekly hours.

## CONTACT A PROGRAM SPECIALIST:

 [OregonWorkShare.org](http://OregonWorkShare.org)

 **503.947.1800**

TOLL FREE: **1.800.436.6191**

 [OED\\_WorkShare@Oregon.gov](mailto:OED_WorkShare@Oregon.gov)

The Oregon Employment Department is an equal opportunity employer/program. Auxiliary aids and services, and alternate formats are available to individuals with disabilities and language services to individuals with limited English proficiency free of cost upon request. TTY/TDD – dial 7-1-1 toll free relay service. Access free online relay service at: [www.sprintrelayonline.com](http://www.sprintrelayonline.com).

El Departamento de Empleo de Oregon es un programa que respeta la igualdad de oportunidades. Disponemos de servicios o ayudas auxiliares, formatos alternos para personas con discapacidades y asistencia de idiomas para personas con conocimiento limitado del inglés, a pedido y sin costo. Llame al 7-1-1 para asistencia gratuita TTY/TDD para personas con dificultades auditivas. Obtenga acceso gratis en Internet por medio del siguiente sitio: [www.sprintrelayonline.com](http://www.sprintrelayonline.com).