

## **PUA Town Hall: Q&A**

**1. When can we apply for PUA?**

PUA is available now; the best way to apply is to file online at [wyui.wyo.gov](http://wyui.wyo.gov).

**2. The CDC continues to advise seniors and those with severe underlying conditions to shelter. Are those people eligible for PUA UI?**

An individual must self-certify they are otherwise able to work and available for work, except that they are unemployed, partially unemployed, unable to work or unavailable for work as a direct result of the COVID-19 public health emergency. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**3. I'm approved for work attached unemployment. Do I also need to enter the PUA declaration?**

No, if you are already receiving unemployment, you are not eligible for PUA.

**4. If a sole proprietor has not had business since mid March due to pandemic closure and receives a PPP loan May 1, is that person eligible for retro PUA back to mid-March through the loan disbursement date? If so, could that person go back on PUA if business is still affected after the 8 weeks of PPP pay?**

Claimants will be paid for prior eligible weeks based on their answers on the initial claim application. They will not need to file individual weekly certifications for prior weeks. Future weeks will be filed just like normal on the Continued Claim screen (weekly). They CANNOT file using the telephone based Interactive Voice Response (IVR).

Yes, if the individual is still unemployed due to COVID-19 after the 8 weeks of PPP pay, they can file for PUA.

**5. I called in and was told I did not qualify for regular ui but did for pandemic (PUA), but when I look on the site it says to apply for regular first - is that correct?**

A regular unemployment claim MUST be filed before PUA can be filed. If you have never filed for UI or have not filed recently, you must go down the 'normal' path of Unemployment Claim > File Unemployment Claim to file a claim in the online WYUI system. It will also gather PUA information in that same path as long as you say 'yes' to the question about being unemployed due to COVID-19.

If you already have a regular unemployment claim on file that is ineligible and you need to file for PUA, go to Unemployment Claim > Pandemic Assistance (PUA) > File PUA Claim. The online system can be found here: [wyui.wyo.gov](http://wyui.wyo.gov)

- 6. I have been unemployed since October and my benefits were exhausted on April 18th. Will my benefits be extended for 13 additional weeks? If so, do I need to apply for them or will they be automatic?**

The Pandemic Emergency Unemployment Compensation (PEUC) program isn't programmed into the WYUI computer system yet. We are working on getting it up and running as soon as possible. When we have it available we will make an announcement on our main website (located here: [www.wyomingworkforce.org](http://www.wyomingworkforce.org)). You will need to apply for it.

- 7. I was laid off from my restaurant job due to covid-19. I did not qualify for typical UI benefits due to not making enough (I worked from September 19-March 20), am I going to be able to get this portion of the PUA?**

If the claimant is self-employed, a contract worker, or otherwise not eligible (including not having enough base period wages) for regular unemployment, and is not working due to COVID-19, they may be eligible for Pandemic Unemployment Assistance (PUA). This program is retroactive to February 2, 2020, but the claim/payment start date is driven by their last date of work.

- 8. I am a sole proprietor of an LLC. I have applied for an SBA loan for the 2 month payroll/rent subsidy. Would receiving this conflict with my ability to receive unemployment benefits for the period following the period covered by that loan? or would applying for unemployment conflict with my ability to receive the SBA loan?**

If you are receiving a payment, you are not considered unemployed but if there is a period the loan did not cover you may qualify for Pandemic Unemployment Assistance (PUA) for that time period. We are not able to advise if receiving unemployment benefits conflicts with your ability to receive the SBA loan.

- 9. Am I still eligible for unemployment if I am able to work part time but not full time at my sole proprietor job?**

You may be eligible if you are working less than 35 hours and earning less than the weekly benefit amount. Minimum Weekly Benefit Amount is \$193 and Maximum Weekly Benefit Amount is \$508.

- 10. If I received PPP as an independent contractor, can you also apply for PUA?**

No, if you are receiving a payment, you are not considered unemployed.

- 11. I had some part time jobs during the year. I receive a small amount of unemployment from those jobs. Most of my work was self employed. May I receive some unemployment from self employment as well?**

It depends, you will need to file a regular unemployment claim to see if you are eligible for any weekly benefit amount with just your part time earnings. If you are, then you wouldn't be eligible for PUA.

- 12. Are business owners eligible for PUA? We are operating at limited capacity and I am still able to pay my employees, however, I am not able to pay myself. Will this work for me?**

Yes, if you are working at limited capacity due to COVID-19, you can file for a PUA claim and we will determine if you are eligible.

- 13. Many self-employed have multiple sources of income and have lost one or some of them. Are we eligible?**

You need to file and provide proof of your various sources of current income so we can determine if you make more than the maximum weekly benefit amount of \$508. If you can't provide some of your income, you will be given the minimum weekly benefit amount of \$193. Your weekly benefit amount is determined by your proof of income.

- 14. I inadvertently applied for unemployment earlier this week, but am a small business owner. Can I cancel that application and submit my application as a sole proprietor LLC?**

If you already have a regular unemployment claim on file that is incomplete, you will need to complete that application first. Once it has been determined ineligible, you can file for PUA, by going to Unemployment Claim > Pandemic Assistance (PUA) > File PUA Claim. The online system can be found here: [wyui.wyo.gov](http://wyui.wyo.gov)

- 15. I have W-2 income (regular employee) and 1099 contract worker income in 2019. Will these two work activities be combined to determine my unemployment benefits?**

It depends, you will need to file a regular unemployment claim to see if you would be eligible for any weekly benefit amount with just your W-2, if not, then you can file for PUA.

- 16. I am not unemployed, I still have to keep in contact with my clients, but I am not making any commissions. So I am still working in a way, but not making money, would I still qualify for this?**

If you are working, you are not unemployed, therefore, not eligible for PUA.

- 17. Where is the link to apply for PUA?**

[wyui.wyo.gov](http://wyui.wyo.gov)

- 18. I have applied for regular unemployment and have had insufficient wage claims for 5 weeks, waiting for Colorado since I moved to Wyoming in August, do I need to apply for PUA?**

Yes, if you are not eligible for a regular unemployment claim, then you can file for PUA.

- 19. Where do I go to find my unemployment balance?**

Log into your account and go to Inquiry>Benefits>Claimant/Claim Inquiry

- 20. Do self employed people that have to homeschool their child instead of working qualify for PUA?**

If you are unemployed due to one of the COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>

- 21. Will those that were getting unemployment prior to the PUA be getting the extra \$600?**

If you are on any type of unemployment and receiving a weekly payment, you will also receive \$600.

- 22. Why is the 29th used as a base period?**

The entire year of 2019 is used in determining the weekly benefit amount on the Pandemic Unemployment Assistance (PUA) claim.

- 23. If we were unemployed due to the pandemic and were unable to apply because the program was not up and running and are now able to work will we be compensated for that time lost?**

This program is retroactive to February 2, 2020, but the claim/payment start date is driven by the last date of work. Approved claimants will be paid for prior eligible weeks based on their answers on the initial claim application. They will not need to file individual weekly certifications for the prior weeks.

- 24. If I have no employment quarters for 2019, but was employed from January 2020 to March when my employer was closed, do I still qualify for PUA?**

Yes, if you are unemployed due to one of the COVID-19 reasons, you can qualify for Pandemic Unemployment Assistance (PUA) and your weekly benefit amount will be set to the minimum of \$193. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>

- 25. I was an independent contractor and received a 1099 in 2019. I have been applying for unemployment and continued claims as directed. I am now trying to file a PUA claim and the system will not allow me. How should I go about filing a new claim?**

If you have a regular unemployment claim, you can't file for PUA. If you don't have a regular unemployment claim and are having trouble filing for PUA, you can call us at 307-473-3789 for assistance.

- 26. Even though I have a company UI account, do I set up a separate account for myself?**

Yes, you will need to set up an account as a claimant rather than a business.

- 27. What is the phone number that's on 24/7 & less likely to be busy?**

The phone numbers to call are 307-473-3789 or 866-729-7799.

- 28. If an individual is unemployed due to the pandemic, and is a primary caregiver for an affected individual (school-age child with a lung disease), will they qualify for continued PUA benefits?**

If you are unemployed due to one of the COVID-19 reasons, you will qualify for Pandemic Unemployment Assistance (PUA).

- 29. Do you file for Pandemic Unemployment on the same system of regular unemployment? I have a claim submitted and it is asking for how many contacts I made and I am job attached because of the COVID-19.**

If you already have an unemployment claim, you can't file for Pandemic Unemployment Assistance (PUA). If you are filing for your weekly unemployment, you want to put 0 as the number of contacts as this requirement has been waived.

- 30. My wife is a solo hairdresser. Should she only apply from March 29th to now and how does that look since the weekly certification has already passed and she is back in her shop today?**

The Pandemic Unemployment Assistance (PUA) claim is based on the last day worked, she needs to enter that date.

- 31. Can I submit a 1099 for proof of income?**

Yes

- 32. For folks in a high-risk category, is there a medical waiver they can apply for if their employer opens back up?**

No, there is no medical waiver. If you refuse to return to work, we will have to look at the reason and determine the result.

- 33. I am trying to apply and I got a notification that says the system detected an unfinished claim application. Claimant has to finish filling the claim application. How do I get that to clear so I can apply?**

If you already have a regular unemployment claim on file that is incomplete, you will need to complete that application first. Once it has been determined ineligible, you can file for Pandemic Unemployment Assistance (PUA), by going to Unemployment Claim > Pandemic Assistance (PUA) > File PUA Claim. The online system can be found here: [wyui.wyo.gov](http://wyui.wyo.gov)

- 34. Would a report from Square work as proof of income?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 35. Do you have a screen shot for the PUA registration on the website?**

There will be information out on our website soon.

- 36. Referring to the PUEC, what are we waiting for from the Federal Government to implement this program? Can we expect this program to be available next week?**

We just received guidance from the US Department of Labor so we are in the process of programming our WYUI computer system for these types of programs. We will put an announcement on our main website ([www.wyomingworkforce.org](http://www.wyomingworkforce.org)) when this program is ready for you to apply.

- 37. Do PUA benefits apply for contract workers that are still working some hours but have decreased hours significantly due to being home with kids from daycare and school because of shut down?**

Yes, but you will have to report any earnings in the week earned and those will be deducted from your weekly payment.

- 38. I'm self-employed through a Wyoming LLC. My partner and I split the income. Does this count as self employed?**

Yes, you will need to report your split of the income.

- 39. Does ‘issue on file?’ in my UI claim status mean I’m not eligible for unemployment?**

No, it means there is an issue with how you answered one of your questions when you filed your claim or filed for payment. It is being investigated, someone will contact you if there is a need for further information.

- 40. I am a self-employed independent contractor with an LLC business entity, taxed as an S-corp. The business receives 1099s and in turn pays me W-2 wages. How does this work?**

You need to apply for a regular unemployment claim and if you didn't select coverage under LLC member, then you would be eligible for Pandemic Unemployment Assistance (PUA).

- 41. I'm an independent contractor in Wyoming but I also work in Georgia as a part time employee but I only work as needed in Georgia. I have not been let go of my GA employer but they have not called me for work opportunities because of covid. Do I still submit my income from Georgia and from Wyoming?**

If you want us to use it to determine your weekly benefit amount for Pandemic Unemployment Assistance (PUA), then yes. If you only want to use WY wages, then no.

- 42. Will there be back pay from the said March 15th/29th dates?**

Your claim will be started when you were first unemployed due to COVID-19.

- 43. Just to clarify, in regard to PUA, will applicants receive \$193 per week regardless of their 2019 wages? Also, will they receive the full amount of \$600 regardless of 2019 wages? Let's say their 2019 wages are only \$5,000 because they were newly employed. Just wondering if they will receive less PUA benefits because their base wages are low?**

The Pandemic Unemployment Assistance (PUA) weekly benefit amount is determined by your wages from 2019, if you don't supply proof of wages, then the amount you will receive is \$193. Yes, the \$600 will be received by approved applicants as long as the weekly benefit amount is at least \$1.

- 44. What if you have two jobs? One regular job still working and one contract work that has been effected and you have a 2019 w9 for**

You would have to see if you are eligible for a regular unemployment claim with the job you are currently working if less than full time, but you will have to report any earnings in the week you earn them as those will be deducted from your payment. If not eligible for a regular unemployment claim then you need to file for Pandemic Unemployment Assistance (PUA); the same rules apply.

- 45. What if I am a contractor to an out of state company?**

You will need to file a Pandemic Unemployment Assistance (PUA) claim in the state you were working in.

- 46. Can a tax return prove income for self employment?**

Yes, that is proof of income.

**47. What happens if you didn't file for 2019 taxes?**

Any type of income you received can be used as proof of income. The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

**48. I am a self employed preschool with NO employees except me. Does this apply to me too?**

If you are unemployed due to the COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**49. I am a contractor with a company that has reduced hours due to the pandemic. I work under a contract. How do I file such? I am paid by 1099-MISC.**

You will file a Pandemic Unemployment Assistance (PUA) claim. When you file for weekly payment, you report any earnings you have for that week.

**50. What does it mean when it says NET EARNINGS for self employment?**

Net earnings are earnings after any expenses are deducted.

**51. My benefits were exhausted a week ago. Is there anything I need to fill out to begin receiving the 13 week extension? Should I continue to fill out my continued claim?**

The Pandemic Emergency Unemployment Compensation (PEUC) isn't programmed into the WYUI computer system yet. After we have it available we place announcements on our main website ([www.wyomignworkforce.org](http://www.wyomignworkforce.org)); then you can apply. No, not until the PEUC program is available.

**52. If I did file and was denied, because I am self-employed, can I reapply now for the PUA?**

If you filed a regular unemployment claim and was denied unemployment, then yes, you can apply for Pandemic Unemployment Assistance (PUA).

**53. Does an interstate claim take longer to get approved? I worked in WY and 2 other states last year with the last state being California.**

It will take a couple of days to get the wages from the other states to use on your claim.

**54. If someone is approved for \$100 regular unemployment (had a part time job last year) even though I'm self employed this year, will that be bumped up to \$193 + PUA? Will I be required to job search? I'd prefer to stay doing my business.**

If you are eligible for a regular unemployment claim, you will receive the weekly benefit amount from that claim, not from Pandemic Unemployment Assistance (PUA). You will also receive the extra \$600 per week Federal Pandemic Unemployment Compensation (FPUC).

- 55. For those of us that are self employed individually on our social security number and do not have a "business" set up, what documents will be acceptable for proof of employment? Our records for billing statements or net earnings for 2019 will be sufficient? Secondly what is the proof of business under this circumstance when things are just in your name?**

Yes, records for billing statements or net earnings will be accepted as proof. The same will be accepted.

- 56. I'm a self employed home childcare provider who will be going back to work on Monday. I've not been able to work since the Governor shut child care down in March. Can I still apply for unemployment for the weeks I was closed?**

Yes, the Pandemic Unemployment Assistance (PUA) application will be retroactive to the date you last worked.

- 57. If I already applied for state unemployment and was denied but have additional self employment, do I still use the login info I used previously when I applied online?**

Yes, you will use the same log in.

- 58. How is this working if you are working intermittently, but are definitely not making a full income?**

Any hours you worked in the week you are requesting payment for will need to be reported as those earnings are deductible from your weekly benefit amount

- 59. Do you have any idea how quickly PUA claims will be processed and when I can expect a payment? How are the retroactive weeks paid?**

As soon as your claim has been processed, you will receive a notification. When you file a Pandemic Unemployment Assistance (PUA) claim, you report your last day worked and the claim will be effective back to that date.

- 60. I am self-employed as a Cosmetologist. The salon where I booth rent is open, starting today. However, I am not going back to work until June 1st because my spouse is at high risk. It is impossible to socially distance from my clients. How does this work?**

If you still are unable to work due to one of the COVID-19 reasons, you are still eligible for Pandemic Unemployment Assistance (PUA).

- 61. If I make/report \$1 more than my weekly UI benefit, does that mean I am NOT eligible for the additional \$600 weekly benefit? Or would that mean I am eligible for \$599 of that \$600 weekly CARES ACT benefit?"**

If you make more than your weekly payment, you will not be eligible for the \$600. You have to receive a benefit payment to receive the extra \$600.

- 62. I have two self employment income sources: I sell online (which I can still do) and in a booth in an antique store (which is closed because of the pandemic). I rely on both sources to pay all of my bills. Can I file for PUA due to part of my income no longer coming due to the store being closed?**

Yes, you can file, however, you will need to report your earnings from your other income in the week you earn it and that will be deducted from your weekly payment.

- 63. I may end up needing some surgery, what does that do to my unemployment benefits? I would be unavailable for work for about 2 weeks, but there are currently NO jobs available for my line of work b/c of COVID-19. Projects are on hold.**

You have to be able and available to work, so you would not be paid for these 2 weeks.

- 64. I qualified for unemployment benefits. However, I made more than 90% of my income through 1099 not W2. Can I add 1099 income to increase my benefits?**

It depends on if the 1099 was for self-employment. I would suggest you file a wage protest to see if we can add your 1099 or not.

- 65. We file an 1120S, and have both myself and wife as wages earners in this S Corp. We can submit the 1120S. Do we then submit a worksheet that breaks out the earnings for each person, and file that amount for UI?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to "What information will I need to provide to be able to apply for benefits?"

- 66. What is the maximum benefit of PUA?**

The maximum weekly benefit amount is \$508.

- 67. What documents will we need to be eligible for PEUC?**

No documentation is required for Pandemic Emergency Unemployment Compensation (PEUC) as this is for claimants who have exhausted their benefits.

- 68. Do we start under the tab of unemployed worker services new account sign up?**

Yes, that is where you start to file your claim.

- 69. If I worked in 2019, but started working from home after that time watching children in my home in June of last year until mid March of this year, and had to stop working due to COVID-19, am I eligible for PUA?**

If you have wages from an employer, you will need to file for a regular unemployment claim first to see if you qualify. Then if you don't qualify, you can file a Pandemic Unemployment Assistance (PUA) claim.

- 70. As an employer should we notify you in the event an employee refuses work when it is offered and available? If so, how? If not, how does that information get back to your department.**

Yes, if the employee refuses to come back to work, we need to be notified. You can supply us that information on our website ([www.wyomingworkforce.org](http://www.wyomingworkforce.org)) by going to the "Report Fraud" link located in the menu bar on the right side of the main page.

- 71. Can I collect PUA and Social Security at the same time? I supplement my SS income with work that is not available due to COVID**

Social Security is not applicable to Pandemic Unemployment Assistance (PUA); it is not counted as income.

- 72. I have tried to apply, but it keeps stating "The SSN and/or the PIN entered are incorrect. Please verify the information and try again." My social security is correct. How do I get a PIN?**

Please send an email to [dwsjspui.benefits@wyo.gov](mailto:dwsjspui.benefits@wyo.gov) to get a new PIN. This email address is only for password and PIN resets.

- 73. If you applied for UI but got disqualified do you report such when filling out the PUA claim?**

No, just apply for Pandemic Unemployment Assistance (PUA), the system will know you were disqualified for a regular UI.

- 74. Last date of employment was 3/17 but it was mentioned that you wouldn't get that retroactive pay except between 3/27- 7/25. Is that correct?**

No, that is not correct, if your last day of work was 3/17, your Pandemic Unemployment Assistance (PUA) claim will be retroactive back to 03/17.

- 75. I've been on UI and job searching. Lately, several jobs have been pulled, either before I interviewed or when I was in the interview process, due to the pandemic. Is there any assistance for me when the regular UI runs out?**

When your regular UI claim exhausts, you will be eligible to file for the Pandemic Emergency Unemployment Compensation (PEUC) program. However, this program hasn't been established in our online WYUI computer system yet. Please watch our main website, [www.wyomingworkforce.org](http://www.wyomingworkforce.org), for announcements when PEUC applications are available.

- 76. How do we self employed answer the question "Have you worked for any employer since Jan 1, 2019? If yes, select the type of employer." Do I count myself and my business as an employer?"**

Yes, you would enter yourself as the employer and follow the questions as such.

- 77. How does it work if you are self employed and have had a loss of business but are employed part-time with another employer?**

If you have wages to qualify for a regular unemployment claim, you need to file that claim. If you don't qualify, you can file a Pandemic Unemployment Assistance (PUA) claim.

- 78. Do I need to submit documentation of my wages if I was traditionally employed (not self-employed/contract worker)? When I applied for the PUA online I did not see an area where I could submit this documentation.**

When you filed Pandemic Unemployment Assistance (PUA), the system took you down the regular UI claim path first. If you qualify for that claim, you don't need to submit documentation as you are eligible with wages already reported by your employer.

- 79. How do we know for sure if we were approved for UI and should I go ahead and apply for PUA without knowing?**

You will receive a notification if you are or aren't approved for a regular UI claim. When you file, you will be filing for a regular claim and the Pandemic Unemployment Assistance (PUA) claim at the same time.

- 80. What is the process of self-certification and do we do this every week?**

You will self-certify that you are unable to work due to COVID-19 each week that you file for payment. You do this by selecting the Continued Claims tab.

- 81. What if my self-employment/gig work for 2019 is not indicative of what I would have been earning so far in 2020? My business was just beginning to take off this year.**

Only the wages for 2019 will be considered on a Pandemic Unemployment Assistance (PUA) claim, not 2020.

- 82. My company decided to consolidate because of lost sales and is closing the Laramie site 5/22. Does this count as losing my job as a direct result of covid?**

If the reason you are unemployed is on the list of COVID-19 reasons, then you are losing your job as a direct result of COVID-19. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>

- 83. What if you become eligible based on your base period during the time you are on PUA? (after the 1st 1/4 of 2020) Can you continue on regular UI in compliance with its rules? Do you need to reapply for regular UI?**

If you become eligible for a regular UI claim, you must go back on that claim and stop receiving Pandemic Unemployment Assistance (PUA).

- 84. If the earnings made in 2019 from self-employment is much higher (~2-3x) than the amount made from W-2, can I still apply for PUA benefit instead of regular UI?**

No, if you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any regular UI claim before you can receive Pandemic Unemployment Assistance (PUA).

- 85. If I have been ruled ineligible for regular Unemployment, but I am now laid off due to the pandemic, do I understand correctly that I may still qualify PUA?**

Yes, you may qualify for Pandemic Unemployment Assistance (PUA).

- 86. If you run a restaurant and are doing delivery and pick up only can you still apply? The bar and bowling alley is closed which has reduced our income.**

Yes, you can apply for Pandemic Unemployment Assistance (PUA), however, you must report any hours and earnings when you file for payment.

- 87. When you say to provide proof of earnings what address are we supposed to mail or fax it to?**

Please wait until you have received the PUA-25 notification and send a copy of that form along with any proof to the Department of Workforce Services, PO Box 2760, Casper, WY 82602 or fax to 307-473-3726.

- 88. My work is contract based, multiple contracts have been canceled or delayed starting February, is that the date I use for unemployment?**

You use the date you were first unable to work.

- 89. I am self-employed by appointment. If I can go back to work but it's less hours than I used to work because people are broke and scared, does the PUA program do partial benefits? Or once I am back at work at all am I done with benefits?**

If your hours are still reduced, you may be eligible for a partial payment from Pandemic Unemployment Assistance (PUA). You will need to report any hours and earnings when you file for payment.

**90. Do our business write-offs for the year 2019 affect our unemployment pay?**

Your weekly benefit amount will be determined by your proof of income.

**91. As an employer, we pay quarterly the amount our employees were awarded through unemployment. Will the additional \$600 be expensed to the employer?**

The Federal Pandemic Unemployment Compensation (FPUC) program (\$600/week) is a Federal program and there is no charge to the employers from this program as it is 100% federally funded.

**92. I was approved for unemployment as of 4/5/20 because I am 66 and my wife has underlying health problems but still have seen no funds or any messages past I qualify. What do I do next?**

Make sure you have filed for payment. You can contact us at 307-473-3789 or 866-729-7799.

**93. If I'm self-employed, but my hours have been significantly reduced due to Covid (not fired/no work), am I eligible for PUA?**

If your hours are still reduced, you may be eligible for a partial payment from Pandemic Unemployment Assistance (PUA). You will need to report any hours and earnings when you file for payment.

**94. If you are a hairdresser and self-employed and you work in an assisted living and can not go back until phase 3 how does that affect unemployment?**

If you are unemployed due to one of the COVID-19 reasons, you are eligible for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**95. What if I started applying back in March for unemployment before there was a PUA option?**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA).

**96. Can bank statements from 2019, specifically deposits, serve as proof of income?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to "What information will I need to provide to be able to apply for benefits?"

**97. If an employee was laid off due to COVID and paid an additional two weeks of compensation even though they weren't working, when does the employee state they**

**became unemployed? Let's say they haven't worked since March 13, but received two weeks of compensation on April 3. Will their date of unemployment be the last time they worked in March or when they received their compensation on April 3?**

If they received a payment, they were NOT unemployed, so therefore, in this example the last day worked would be April 3.

**98. I exhausted my 26 weeks of regular unemployment the 1st week of January 2020. I have to wait to file for the additional 13 weeks until you complete another program. Is that correct?**

Yes, that is correct, you will be eligible for the Pandemic Emergency Unemployment Compensation (PEUC) program.

**99. I am on question 7 under add employment details and it wants total wages from January 2019 to now? Is that right?**

All wages from the entire year of 2019.

**100. Does my employer's rate go up if I file for PUA?**

No, Pandemic Unemployment Assistance (PUA) is a 100% federally funded program, employers are not charged for any benefits paid.

**101. Is there a monetary limit for those eligible for PUA? For example if I am collecting a pension from a past job, but I am currently not working my current job due to the pandemic, will I still be able to collect PUA? And if so, do I include my monthly pension income along with my current job income?**

Yes, include your pension amount. The maximum benefit amount for PUA is \$508.

**102. Would I be eligible for PUA? I have a Wyoming LLC (single member), formed in 2019. I had very few sales in only one quarter in 2019. Technically I am still able to make sales (via Amazon), but overall sales were down. I have had to significantly increase my advertising in order to get the sales since the pandemic.**

If you are unemployed due to one of the COVID-19 reasons, you are eligible for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**103. If you are a 1099 contractor you first have to choose the drop-down to file for regular unemployment, or go right to the PUA option?**

You need to file a regular UI claim first, then it will take you to the Pandemic Unemployment Assistance (PUA) claim path.

**104. Is the weekly benefit determined by work performed or by income received from previous work performed?**

The weekly benefit amount is determined based on your actual net earnings received for work performed. For Pandemic Unemployment Assistance (PUA), the minimum amount you can receive is \$193, when you receive the PUA-25 notification, you can provide income proof to possibly receive a higher amount up to the maximum amount of \$508.

- 105. My pay has been cut by 25%. My pay is \$53,500 per year, which means that I am now making \$771.63 per week. Considering that I have had a pay cut, but my pay is still above the \$508 benefit, am I entitled to anything?**

The maximum amount you can receive is \$508, if you make more than that amount, you will not be entitled to a Pandemic Unemployment Assistance (PUA) payment.

- 106. Just to verify, if we are eligible for regular unemployment, we are not eligible for PUA?**

That is correct, if you are eligible for a regular UI claim, you cannot file for Pandemic Unemployment Assistance (PUA).

- 107. Will my schedule C from my tax forms be enough form of income?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 108. I am not required to file taxes because of the income threshold and have not yet for 2019, but I can provide overall sales income for the business from my merchant system. What would you need to determine net earnings without a return?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 109. How do we submit both W-2/traditional employment and self employment on PUA?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 110. I work events from May through September. All events were cancelled in April but the events were supposed to start in May. How does this work for me"**

If the reason you are unemployed is due to one of the listed COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**111. I set up a separate account for myself, but it keeps taking me to my company login. Is this where I file as self-employed?**

You need to select Unemployed Worker New Account Sign Up and create a new account. Be sure to clear your internet browser cache and/or any saved passwords in your internet browser. This may be automatically logging you into the company login.

**112. I was a W-2 employee in 2019 and left that employment 2-28-2020. I recently started 1099 March 4th and then hours were decreased due to the pandemic on 3-13-2020. I am under contract with the person I work for. How does this work?**

You will need to file a regular unemployment claim and see if you qualify for that first before you can file for Pandemic Unemployment Assistance (PUA).

**113. How do you determine if the unemployment is due to the pandemic? I am a welder, sole proprietor with an LLC, and business is critically affected due to the economy, but businesses are not necessarily required to shut due to the pandemic.**

If you are unemployed due to one of the reasons listed for COVID-19, you are eligible for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**114. Would a self-employed artist earning less than \$5,000 per year be eligible?**

If you are unemployed due to one of the reasons listed for COVID-19, you are eligible for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>

**115. Do LLCs use profit/loss or balance sheets for 2019? Or 2018 tax return?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

**116. I'm filing right now for PUA. It brings me to an Employment Summary screen and asks if I have worked for an employer. I click no because I have not, and I am the owner of an LLC. It will not let me proceed and says I must select at least one employer. What do I do?**

You will list your company as the employer and fill out the questionnaire.

**117. Was something said earlier about needing to receive at least one dollar in traditional UI benefits to qualify for this CARES money?**

To receive the Federal Pandemic Unemployment Compensation (FPUC), \$600, you will need to receive an unemployment benefit payment, regardless of the program.

- 118. If someone who is working as a sole proprietor in 2020 and got approved under regular unemployment benefits be penalized for not searching for new employer work but still being open to new clients within social guidelines?**

If you are on regular unemployment and not unemployed due to the list of COVID-19 reasons, you will need to follow the requirements to receive unemployment benefits. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>

- 119. I am self-employed. I am still working but my work has been cut in half due to the pandemic. May I still apply for the PUA?**

If your hours have been reduced because of one of the COVID-19 reasons, you are eligible for Pandemic Unemployment Assistance (PUA). You must report any earnings when you file for payment. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 120. If you are self-employed and have filed a claim, where do you go to update it to PUA?**

If you have filed for a regular UI claim and have been denied, you need to reapply for Pandemic Unemployment Assistance (PUA).

- 121. I was approved for unemployment benefits from my first job in Wyoming, but it was not my last job. I was affected by covid 19, will I be able to qualify for the PUA since it was not available until today?**

If you have exhausted your previous UI claim and are unemployed due to one of the list of reasons for COVID-19, you may file for Pandemic Unemployment Assistance (PUA).

- 122. Is the stimulus money reportable income?**

No, the Federal stimulus checks are not considered income for Unemployment Claim reporting purposes.

- 123. Does child support count as income?**

No, Child Support is not counted as income.

- 124. If I exhausted my regular unemployment before march 29th will I get my previous weekly payment AND the \$600?**

If you receive any unemployment benefit payment, you will receive the \$600.

- 125. The earned income is only for the individual, not say a spouse's income. Correct?**

Correct, only report income you personally received.

**126. Should we proceed to apply online or would it be advantageous to visit our local office for assistance?**

Filing online is the most efficient way to file. If you don't have access to a computer, the local Workforce Centers have computers available to the public. For a complete list of local Workforce Centers in Wyoming, click here:

<http://www.wyomingworkforce.org/contact/employment/>

**127. I delayed filing for unemployment due to not knowing if I would be receiving any benefits from work. I was informed to apply for a 'Backdating of Continued Claim', which I have done. If the backdating is not approved, should I apply from PUA?**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA).

**128. What other proof of income is allowed?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to "What information will I need to provide to be able to apply for benefits?"

**129. I'm a sole proprietor, who only purchased my business back in October. I had not paid myself and was planning to pay myself in March, so I have no W2 or 1099 income for 2019. My business was not closed by the orders, but business dropped off completely and I made very little into the business. I was still working in the business doing things like cleaning maintenance. Would I qualify?**

If your hours have been reduced due to one of the COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA). Since you have no proof of income, you will receive the minimum weekly amount of \$193. If you are approved for PUA you will also receive the extra \$600 per week Federal Pandemic Unemployment Compensation (FPUC) payment. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**130. Will my cash register tapes be sufficient to prove my income for the previous months?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to "What information will I need to provide to be able to apply for benefits?"

**131. If you are receiving retirement, but also work as an independent contractor can you receive PUA since you're not able to work?**

If you are unemployed due to one of the COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**132. What about Railroad employees that are new enough not to get railroad unemployment until July and have been furloughed since Jan, Feb, or March?**

If you are unemployed due to one of the COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA).

**133. I am an independent contractor. I have my 1099s for the year and they do not show income per quarter in 2019. They show my income for the entire year. Can I submit these 1099s instead of quarterly income?**

1099s are on the list of acceptable income verification sources.

**134. In the PUA application, what is the meaning of this question “Did this self-employment require any part of your time in the performance of services?”**

Was your self-employment connected to performing services?

**135. If the part time hours worked during receipt of PUA unemployment benefits goes down, will unemployment benefits be increased to compensate?**

You report any hours or earnings when you file for payment, if your hours decrease, less earnings will be deducted from your payment.

**136. I have a rental property, if I qualify for PUA from my contract employment do I need to report rent received? (would not include expenses.. ie mortgage, insurance, utilities, hoa, etc)**

You report any income received when you file for payment.

**137. I haven't filed my 2019 taxes yet but have the final draft; I am waiting to file until July 15 because I cannot afford to pay the taxes due. Is this final draft (completed by a CPA) acceptable documentation?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

**138. Does it need to be just the 1099 or the entire tax return?**

You can supply just the 1099 to be used to prove your income.

**139. If you had earnings for a week that is greater than the state unemployment amount would you still receive the federal amount of \$600?**

No, you must be eligible for at least \$1 of the state weekly benefit amount to receive the additional \$600 payment.

**140. As a sole proprietor, gig worker, if I have worked individual gigs in other states, do I report that as work in other states, even if my business is located in WY?**

If your business is located in Wyoming, you just report Wyoming.

**141. What if you don't know the answer to whether or not your employer will recall you in 12 weeks?**

If you are unemployed due to one of the reasons listed for COVID-19, the work search requirement is waived. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**142. What if you were employed for the first half of 2019 and self-employed for the second half, and the 2019 tax return shows that, and are now also self-employed, would you qualify for PUA?**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA).

**143. If my overtime is guaranteed will it be factored into my unemployment?**

For Pandemic Unemployment Assistance (PUA), the weekly benefit amount is calculated based on the income you received the entire year of 2019.

**144. For proof of income, the reference of "2019 tax documents" would I supply the 1099's & W-2 or my 2019 tax return?**

In this case, 1099s and/or W-2 would suffice.

**145. How do we account for monthly pension income?**

If you paid into your pension, it is not deductible, but if your employer paid 100%, it will be deducted from your weekly benefit amount dollar for dollar.

**146. I was getting unemployment then was denied and now owe the state overpayment due to penalty determination class non-fraud. If I get funds from PUA would it go to pay off the overpayment or to me to pay bills?**

Your weekly benefit amount will be reduced by 50% to go to your established overpayment until it is repaid in full.

**147. Are there any requirements for the type of income from self-employment?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 148. In the new user sign up I am receiving this error message, "The SSN and/or the PIN entered are incorrect. Please verify the information and try again." I'm using my ssn, and haven't ever applied online for UI before. What should I do?**

Send an email to [dwscspui.benefits@wyo.gov](mailto:dWSCSPUI.benefits@wyo.gov) to have your PIN reset. This email address is only for password and PIN resets.

- 149. I'm trying to fill out the UI claim for being self-employed, but I can't get past the page where it asks for previous employers. How do I fill this out since I was self-employed?**

You will list yourself as your last employer and answer the questions accordingly.

- 150. What about in-kind compensation, reimbursement, mileage, vehicle, etc? How does this work?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 151. Is there a calculation to estimate how much a person would be eligible for on a weekly basis?**

You take the highest quarter income amount from 2019 and multiply that by 4%, that is the weekly benefit amount, not to exceed \$508, as that is the maximum amount you will receive. Individuals approved for Pandemic Unemployment Assistance (PUA) would also receive the extra \$600 per week Federal Pandemic Unemployment Compensation (FPUC) payment.

- 152. I filed for unemployment nine years ago. Do I need to set up a new account or try to find the old one? My email address from back then is no longer active, so I don't know if I can even get in.**

You will need to create a new account. You will select the Unemployed Worker New Account Set Up link located in the middle of the WYUI Login page. The WYUI system is located here: [wyui.wyo.gov](http://wyui.wyo.gov)

- 153. I'm an artist and all of my galleries have been closed since March. I sold one small picture on my own last week and received a small loan through my bank for paycheck protection. Do I report both those sources of income?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

- 154. I received the PPP loan but was unable to include my pay. Banker said self-employed that receive draws were unable to claim their wages. Therefore the money I received is only for my employees wages and utilities. Is there any way to be able to apply for unemployment?**

If you are unemployed due to one of the reasons listed for COVID-19, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 155. Does our unemployment start when we chose to close due to Covid or when we were ordered to close?**

The claim start date depends on your last day worked.

- 156. If an application is denied will you let those know why you were denied?**

Yes, the notification will include the reason for denial and the instructions on how to Appeal the denial.

- 157. My business is still open but not generating enough payroll for myself. PPP is covering my workers for 8 weeks. Am I eligible for PUA as the business owner? I am on the LLC's payroll.**

If you are unemployed due to one of the reasons listed for COVID-19, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 158. What is the fax number to send tax info**

You can send proof to 307-473-3726, please include a copy of your PUA-25 notice.

- 159. As a service based, self-employed business I have booked service contracts from 2019 that are making some payments to finalize those contracts in the coming months in 2020. However, due to COVID-19 I have not been able to book any new 2020 contracts. Can I still qualify for the PUA program as I have not been booking new 2020-2021 clients?**

If you are unemployed due to one of the reasons listed for COVID-19, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 160. Are taxes withheld from benefit payments? If so, how much?**

This is voluntary; Pandemic Unemployment Assistance (PUA) is subject to Federal Income Tax at 10%.

- 161. Any way to add additional phone lines to get help? We have tried over the past week-10 days and never get a clear line.**

We are in the process of getting more lines and another Call Center opened up to help the large volume of calls.

- 162. Do I register as my own employer? It keeps asking if I have worked for an employer since January 1, 2019.**

Yes, you enter yourself as the last employer and answer the questions.

- 163. I set up my account as direct deposit but received a card in the mail that I have not activated yet. Is it possible to get this corrected? I'd prefer direct deposit.**

The ReliCard is just a back up way to pay you if something happens that we can't pay through Direct Deposit. Just keep it in case you need to remove funds from it. We will honor your request to receive payment via Direct Deposit.

- 164. My Salon (open to residents and public) is inside an Assisted Living Facility. Even though Salons are opening now, mine is staying closed because the facility is closed to any public. Once approved, will I still be able to get benefits going forward?**

If you are unemployed due one of the reasons listed for COVID-19, you are eligible for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 165. Do you use your gross income on your taxes or the amount after deductions? (rent, Insurance, expenses)**

If you are self-employed, you will use your net income when applying for Pandemic Unemployment Assistance (PUA).

- 166. My reason for leaving my last job was not Covid related; however, the reason I have not been able to find a job is, so which program could I apply for should I apply for PUA without knowing for sure if I was approved for UI?**

If you are unemployed due to one of the reasons listed for COVID-19, you can file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 167. I am unemployed from my most recent job to Covid-19 and applied for UI and qualified. I do receive a pension from a past employer. Does my pension disqualify me?**

If you paid into your pension, it is not deductible, but if your employer paid 100%, it will be deducted from your weekly benefit amount dollar for dollar.

- 168. I have a \$177 regular claim that I'm not eligible for because I am making more than that at a part time job. When I get to apply for PUA, I get a message saying I cannot make a claim because I have a regular claim in process. What do I do next?**

Because you are eligible for a regular UI claim, you are not eligible for Pandemic Unemployment Assistance (PUA).

- 169. My wife and I file jointly. What line on the tax return do I use for her hair business to apply for her? I have not lost work.**

When she files her Pandemic Unemployment Assistance (PUA) claim, she will list any income she made in the entire year of 2019.

- 170. After my write offs what is the minimum net earnings required to get the PUA?**

The minimum weekly benefit amount for Pandemic Unemployment Assistance (PUA) is \$193. There is no minimum net earnings required.

- 171. What do we report as far as weekly wages if they are different from each week? Cosmetologists wages differ between appointments.**

You report any income you receive when you file your Continued Claim for payment. It is on the Continued Claim tab.

- 172. What if you receive payment in a block that covers multiple months? One quarter could hold more income than another just because of the way the contract pays out.**

The entire year of 2019 is used to determine the Pandemic Unemployment Assistance (PUA) weekly benefit amount.

- 173. Where it asks about our net earnings for self employment and we have not worked any of the weeks shown on the grid (03/28-4/25) that asks for our hours those weeks and the earnings does that mean we would put 0 hours and \$0?**

That is correct, enter 0 hours and \$0.

- 174. I have submitted for regular unemployment even though I knew I did not qualify for state unemployment since I am an independent contractor. Do we only submit our 1099s for 2019 on the application for PUA? Also, if I am planning to deduct for expenses when I do file my tax return? (Since there was an extension to file my tax return, I have not yet filed my tax return)**

Yes, submit 1099s for 2019, not your tax return.

**175. I am job-attached. Do I need to apply for jobs? Regular unemployment does not require me to apply for 2 jobs per week. PUA appears to require this. Is this correct? If so, how do I fix the 2 weeks I do want to apply for?**

No, the work search requirement is also waived for Pandemic Unemployment Assistance (PUA).

**176. I am eligible for UI and receiving payments. I found a part time job that will pay slightly over half of my UE benefit. I start in the next couple weeks. Will that disqualify me for the extra \$600 PUA for those weeks?**

Not necessarily, if you receive a benefit payment after your earnings are deducted, you will still receive the \$600.

**177. What if as a contractor gig worker self employed small business owner you carried a loss from 2019?**

You will only receive the minimum weekly benefit amount of \$193 for PUA.

**178. I had to get a loan from my bank of \$5000 to make my mortgage, do I have to report that since it's not actual earnings?**

No, that is not income.

**179. I received a grant and used it to pay shop rent and employee wages. Do I still need to claim that money as income?**

No, that is not income.

**180. Do I need to claim my 2020 earnings in the initial unemployment application?**

No, the application is only using earnings from 2019.

**181. If approved for unemployment and self-employed, what do I report for earnings on weekly certification if I find a day of work? Would it be an invoice amount minus expenses for net income?**

Yes, you would report your net income for the week when you file for payment.

**182. I'm a self-employed child care provider. We get paid by the child not by the hour. I am still working the full hours per week, yet I am being paid for only 1/3 of my regular enrollment. Am I not eligible just because I have to work my regular hours for 1/3 pay?**

If you are working full time, you are not considered to be unemployed, therefore, not eligible.

**183. I am a sole proprietor, will income be determined before or after depreciation? What amount on the 1040 is used?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

**184. The letter I received states benefits begin 04-19-2020 through 04-17-2021; does this mean it is back dated and will be back paid? It does say that the reason for being unemployed or unavailability may affect receiving benefits. What exactly will this mean with my last job not being Covid related, but the reason I cannot find a job is?**

Benefits begin on 04/19/2020 and go through 04/17/2021, the regular claim is good for a year. We will look at your reason for separation and determine the outcome of the claim.

**185. What do I do if I was employed by a company until 12/31/2019 and have been a contract worker since 1/1/2020? The 2019 questions don't really apply.**

If you were employed with an employer in the year of 2019, you will need to file a regular unemployment claim and not a Pandemic Unemployment Assistance (PUA) claim as we are using wages from 2019.

**186. Weekly unemployment requires me to make 2 contacts to employers looking for work but I find not a lot of oil and gas producers are not answering phones and their offices are closed to the public so that's a problem for me. Do I still need to make the 2 contacts per week?**

If you don't meet the reasons listed for COVID-19, you will need to still make an attempt to contact 2 employers each week and report those contacts to receive payment.

**187. If you haven't filed for unemployment over the past 4 years or more should I start from scratch setting up a new account?**

Yes, you will need to create a new account in WYUI. You need to select Unemployed Worker New Account Sign Up on the main page. The website is located here: [wyui.wyo.gov](http://wyui.wyo.gov)

**188. I filed a regular unemployment claim in March but I never got an actual denial - the local office told me that I was just ineligible. Where do I find this denial information for my initial claim?**

Log into your WYUI account at: [wyui.wyo.gov](http://wyui.wyo.gov) and select Inquiry>Benefits>Claim/Claimant Inquiry to view the denial reason(s).

**189. I am a private business owner, but pay myself a monthly salary. I was denied regular state unemployment when my business was closed by the Governor's orders. Should I file my PUA claim as "self employed" or "other" as a paid employee?**

If you were denied a regular unemployment claim, file your Pandemic Unemployment Assistance (PUA) claim as self-employed.

**190. I received a grant of 1k. Do I need to claim that as income?**

If you are using this grant to pay yourself, it is considered income.

**191. I am a co-owner of a small business. Myself and the other owner are the only employees. We have been closed since March 15. We were able to modify our business model for one single day in April and open for limited business. We did not use any of our earnings that day to pay ourselves but instead, used the earnings to make our monthly rent obligation and pay our other required business expenses. Would this have any effect on UI eligibility?**

No, since you pay yourself, you didn't have income.

**192. I chose to leave my employer for contract work so I don't think I qualify under their unemployment?**

If you voluntarily quit, you wouldn't be eligible for a regular unemployment claim. However, if you are unemployed due to one of the reasons listed for COVID-19, you may be eligible for a Pandemic Unemployment Assistance (PUA) claim. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**193. In the "Initial Application for Pandemic Unemployment Assistance" there is a question concerning pension, retirement, and annuity income. Does this only apply for retirement benefits from the most recent employer? I have retirement income from an employer that I have not worked for in the past six years.**

It will only affect the unemployment claim if you started to receive the pension in 2019.

**194. If I cannot open my business due to age and being at a higher risk medically can I still file?**

If you are still unemployed due to one of the listed COVID-19 reasons, you are eligible to file for Pandemic Unemployment Assistance (PUA). A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**195. Can you tell us what documents we will need so we have them on hand before we start applying on-line?**

If you are filing for a Pandemic Unemployment Assistance (PUA) claim the list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19->

[resources/faq/](#) You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”

**196. Self-employed contract worker, works just one day per month as a second job. Unable to work March and April. Can they file PUA? Does the base entail just the contract W2?**

If you are unemployed due to one of the reasons listed for COVID-19, you can file for Pandemic Unemployment Assistance (PUA). The entire year of 2019 is what is used to determine the weekly benefit amount. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**197. If I get paid in advance, should I claim the income as the work gets done?**

If you receive any type of payment, you need to report it when you file for payment from unemployment.

**198. Should I also be reporting my 3rd and 4th jobs? (non contract/self employed) 2019 wages when applying for PUA? I was no longer working those seasonal jobs before COVID-19, but was 2019 income. I was denied UI because those wages were so small. But do they relate to PUA?**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA). Those wages will be used to determine your weekly benefit amount for Pandemic Unemployment Assistance (PUA).

**199. On the File Claim form, question #5 asks does your employer intend to recall you to your regular number of hours within the 12 weeks? It then has 2 drop down questions. How do you answer this if you are self-employed?**

You need to answer as if you are the employee on those types of questions.

**200. When will the PEUC go live?**

We are working on getting Pandemic Emergency Unemployment Compensation (PEUC) up and running at this time. It may take us a few weeks. We will post announcements on our main website, [www.wyomingworkforce.org](http://www.wyomingworkforce.org) when it is ready.

**201. What about college students that went to school in another state and were working and returned home can they apply for covid assistance?**

If you are unemployed due to one of the COVID-19 reasons, you can file for Pandemic Unemployment Assistance (PUA). You will need to file in the state where you last worked, not in Wyoming. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**202. If I didn't qualify for UI because of my income from Oct 1, 2018, thru Sept 30, 2019, can I reapply now to see if I qualify from the calendar year 2019?**

Yes, you will need to file a regular claim and see if you qualify. When you file a claim for Pandemic Unemployment Assistance (PUA) the system takes you down the regular claim path as we have to determine if you would qualify for that claim first.

**203. I am self-employed & receiving small payments now for work I did in 2019. How do I handle this?**

You need to report any income in the week you receive it when you file for payment.

**204. I formed a new entity in May 2019. Am I to report earnings beginning then?**

You report any income for the entire year of 2019.

**205. I own a small handmade retail store in Jackson and I applied for a small PPP loan. I was approved and received funds on April 14th - it covers my owner draws and partial rent for the 8 week period. However, I closed my shop on March 14th and to this day remain closed - can I apply for benefits for the period prior to April 14th before I got my loan and while I was closed?**

If you are unemployed due to any of the reasons listed for COVID-19, you are eligible to file for Pandemic Unemployment Assistance (PUA).

**206. I tried filling out the first form I think we are supposed to fill out, and in regard to my "wages" I heard it said that should be my net business income. I am in my third year as a start up, and my expenses have been very high, so for 2019 I am likely looking at a net loss. That being said, I paid myself via owner distributions. Do my owner distributions count as income? If not, and I am at a net loss, what might I be eligible for? My business is event related, and I have had most events cancel, and at this point it doesn't look like the type events my business services will resume any time soon.**

If you don't have any proof of income for 2019, the minimum weekly benefit amount paid on Pandemic Unemployment Assistance (PUA) is \$193.

**207. If you are a Wyoming resident and an independent contractor who works from home and travels to customers out of state and is paid through a third party in LA, where do you file?**

You must file with the state where you were working at the time of becoming unemployed, partially unemployed, or unable or unavailable to work because of a COVID-19 reason. If you worked in more than one state at this time, you can file in any of those states.

**208. If I am a self employed business owner that worked 2 days for an employer in 2019 and was able to get a part time job with that same company beginning mid April 2020,**

**will I still qualify for UI benefits if I appear to not be officially unemployed right now? My real business has been closed since March 15.**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA). You will have to report any earnings you make in the week that you file for payment.

**209. In the webinar as well as in the application, it mentioned sending in our 1040 as well as a bill for proof of business. Where and how do we send it?**

You can fax it to us at 307-473-3726 or mail it to us at the Department of Workforce Services, PO Box 2760, Casper WY 82602. We are in the process of creating a way to upload documents into the online WYUI system, but that hasn't been implemented yet.

**210. When filing the initial claim, you get to a question that asks if my employer is planning to call me back to work within 12 weeks. If I am self-employed in a business that is under forced closure, how would I answer that?**

If you are filing a Pandemic Unemployment Assistance (PUA) claim, you can answer no to that question as the work search requirements are already waived.

**211. Do I file in the state I work (WY) or state of residence (ID)?**

You will need to file the claim in the state that the work was performed.

**212. I am a self employed contractor here in Jackson, that has been affected by the virus, just like many of us. Initially I was out of work sick with coronavirus like symptoms from March 18th through April 20th. Due to symptoms I was instructed to stay home from work until I had no symptoms for 72 hours. Apparently I did not meet state requirements to be tested because my symptoms were not critical enough, but was told from local doctors that it was a mild covid case. So, being an independent contractor, I missed 4+ weeks 100% unpaid and have returned to work on a heavily reduced workload. My question for you is, during those 4 weeks of sick leave, is there anyway to recuperate this loss or do I just need to eat the loss? Also, is there anyway that unemployment can help with my 75% loss of hours? I have already applied for unemployment through the website and was sent a piece of mail saying I was denied. What do I do next?**

If you were unemployed due to one of the reasons listed for COVID-19, you are eligible to file a Pandemic Unemployment Assistance (PUA) claim. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

**213. Could you please clarify what the CARES Act looks like for 'gig workers'? Specifically, what will the application process look like, what documents are required, where/when do we access the application, how are benefits determined, who qualifies**

**and how is the benefit amount determined, and will recipients need to document weekly job searches to maintain eligibility? What if the gig worker is interested in maintaining/ resuming the same work but opportunities are delayed (that is, they are not certain whether to search for new employment, as the hope is to be able to resume previous gig work)?**

Go to our website for information on the FAQs for gig workers, <http://www.wyomingworkforce.org/covid19-resources/faq/> and click on “Self-employed, etc. (PUA)”.

**214. If you're medically advised to quarantine yourself due to pre-existing conditions, what documents/requirements will one need to apply?**

If you were unemployed due to one of the reasons listed for COVID-19, you are eligible to file a Pandemic Unemployment Assistance (PUA) claim. No documentation is required as you self-certify that you meet one of these criteria.

**215. If I am an owner/operator and already have set up my username and password what are my next steps? I understand I qualify for COVID-19 PUA I also received a letter from the state but I don't see where I can apply for the assistance on the site.**

If you have received a PUA-25, that is your notice of your successful claim for Pandemic Unemployment Assistance (PUA). The next step is to file for payment weekly on the account you set up.

**216. My main questions regard the guess of timeframe for Federal Covid19 assistance (\$600/week). What special or extra steps do I need to do regarding that? What if we retire work before it gets dispersed? Do we just lose out?**

If you receive a weekly benefit payment from any unemployment insurance program, you will automatically receive the Federal Pandemic Unemployment Compensation (FPUC), \$600.

**217. I applied for unemployment on Monday, April 27th. I received a rejection email today (April 29th). What do I do now?**

If you filed for Pandemic Unemployment Assistance (PUA) and received a denial, that means you are denied for a regular unemployment claim and your Pandemic Unemployment Assistance (PUA) claim is still being processed. You will receive a PUA-25 form showing your claim has been approved and what your weekly benefits are.

**218. I have signed up for Unemployment and I received a Debit Card in the mail. I sent my signed letter allowing taxes be taken out. What is the next step?**

You need to file your Continued Claim weekly for payments. Go into your WYUI account and select the Continued Claim tab.

- 219. I filed for my weekly claim for the week of 4/12/2020-4/18/2020, however, in the middle of it, I had to step away and my computer went to sleep and the system kicked me out. When I tried to go back in, it said there were no weeks to file. I tried to use the phone system and it said I was not eligible to file a weekly claim and there were no benefits remaining on my claim. I received my first direct deposit today but I'm not sure how the system works for payments and which week it was for. Can you help me with this?**

You can go into your account and select Inquiry>Benefits>Claim/Claimant Inquiry to find out what weeks have been paid out.

- 220. I filed on 4/24 and received a benefit letter on 4/28. It states that I do qualify for unemployment; however, the reason I am no longer working and availability for work can affect whether or not I can receive benefits. Does this mean that not finding (affordable) housing (which was my reason for leaving my last job) and lack of open daycare due to Covid is the reason for availability, will disqualify me? The letter also states benefits begin 04-19-2020 through 04-17-2021; does this mean it is back dated and will be back paid? And does it mean I need to begin the Continued claims this Saturday 05-02-2020 or next Saturday 05-09-2020? How do I know if my claim was actually approved and when would I start receiving benefits?**

If you filed for Pandemic Unemployment Assistance (PUA) and received a denial, that means you are denied for a regular unemployment claim and your Pandemic Unemployment Assistance (PUA) claim is still being processed. You will receive a PUA-25 form showing your claim has been approved and what your weekly benefits are.

- 221. How is the minimum PUA benefit calculated for the State of Wyoming? Furthermore what is it? In addition, are PUA benefits calculated by the Federal Disaster Unemployment Assistance program under the Stafford Act?**

Yes, the minimum Pandemic Unemployment Assistance (PUA) benefit is calculated by the Federal Disaster Unemployment Assistance program under the Stafford Act. For WY, the minimum amount is \$193.

- 222. My UI will run out approximately middle of June. As you know it is difficult to find gainful employment, I am applying for any positions on Indeed that I can qualify for. So do I need to do anything for the extended 13 weeks e.g., just keep filing on the website "Continued Claim". My claim began at the end of January 2020.**

When your benefits exhaust in June and you are still unemployed, you will be eligible for the Pandemic Emergency Unemployment Compensation (PEUC) program, which gives an additional 13 weeks of unemployment. You will be notified to file for this program when you have exhausted your current unemployment benefits..

- 223. If my Initial Claim no longer has funds available for the basic UI benefit, do I receive just the \$600 per week or does the basic claim plus the \$600 continue?**

No, when your benefits exhaust and you are still unemployed, you will be eligible for the Pandemic Emergency Unemployment Compensation (PEUC) program, which gives an additional 13 weeks of unemployment. When this program is available we will send you notification and announcements will be made on our main website, [www.wyomingworkforce.org](http://www.wyomingworkforce.org)

- 224. I work on commissions as a salesperson for a large beauty supply company and since the barber shops and salons have been closed my income has dropped dramatically. I still try to work from home on the phone, but my sales have been so bad I'm having trouble paying my mortgage. I receive a W2 for tax reasons but I'm not sure if I may qualify for PUA or other CARES Act programs so I can try to make up some of the income difference in my commissions so I can pay my mortgage?**

If your hours are reduced by one of the COVID-19 reasons, you may be eligible for Pandemic Unemployment Assistance (PUA). If you have a W2, you may need to see if you qualify for a regular UI claim first. A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 225. Should the last half of 2019 wage earnings, 3rd and 4th QRTRs of 1099 / self employed work be included with my PUA determination?**

The proof of income includes the entire year of 2019.

- 226. Do I need to reapply for PUA or just give a self certification or additional information to WY Unemployment staff on wages for determining the WBW and MBA, now that the grant or CARES Act/PUA is rolled out officially with WY?**

If you haven't already done so, you need to file for a Pandemic Unemployment Assistance (PUA) claim.

- 227. I have a question about applying for unemployment as an independent contractor/gig worker. Due to social distancing and closures, it's nearly impossible work and I've been struggling since the beginning of March. How does someone know if they're going to get unemployment benefits? Last year, I was an employee but this year an independent contractor. Does it still date back to 4 quarters ago? What do I need to provide and when can I apply? The website doesn't have a PUA tab and it shows that I have an unfinished application in the system, preventing me from getting help.**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA).

- 228. I am an employee of xanterra. I was to start my 4th season on 04-23-2020. The latest info I have a new start date of 06-15-2020. I am not sure of procedures I need to take for any unemployment or other covid-19 issues.**

If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA).

**229. In some states one must apply for traditional UI and be turned down before applying for PUA. Is this true in Wyoming?**

Yes, If you are eligible for a regular UI claim, you must file for that claim. You have to exhaust all rights to any UI claim before you can receive Pandemic Unemployment Assistance (PUA).

**230. I furloughed all my employees April 20th and one of them was denied unemployment due to a low amount of wages earned. Will that prevent him from receiving the Federal \$600/week?**

If the employee was denied a regular UI claim, they can file for Pandemic Unemployment Assistance (PUA) if the reason was on the list of COVID-19 reasons. They have to receive a weekly benefit payment to be eligible for the \$600.

**231. If I bring one or more employees back to work part time at first, can they continue receiving the state unemployment in some amount? How about the Federal \$600?**

If they are still only working part time, they can receive benefits. They will need to report the hours and earnings they worked in the week they file for payments. As long as they received a benefit payment, they will still receive the \$600.

**232. My job ended in Wyoming at periodic times between Oct 2019 and March 2020. I did randomly work some weeks in Utah as called upon. Is there IRORA signed between WY and UT? When I signed up I just marked for the WY portion on the original UC/UI claim.**

Yes, Wyoming does have an IRORA agreement with Utah to recover overpayments from that state.

**233. I'm a single mom and have a first grader. I'm also a CNA at the senior center. I have not been able to work for a few reasons:**

- a. No school so I have to work with my son to do the online school.
- b. My son has reactivated airway disease so he is at higher risk for covid-19 .
- c. My parents are over 70 and my dad has cancer and is receiving chemo thus they are high risk and they are who I would have to help me out .

**My job has offered to let me work in the afternoon, the problem I face with that is exposing both my son and my parents. So I feel as though I'm in a catch 22. Work = exposure Not working = no income. We have less than 50 employees so that makes**

**my employer exempt from the family first care act. Is there anything through unemployment or other plans/acts that could help me?**

If you are unemployed due to one of the reasons listed for COVID-19, you are eligible to receive unemployment. You can apply here: [wyui.wyo.gov](http://wyui.wyo.gov) A list of COVID-19 reasons is located here: <https://www.dol.gov/agencies/whd/pandemic>.

- 234. We are returning seasonal employees of a YNP concessionaire who are all residing in other states and our contracts were postponed. We are waiting to find out if we will still have employment contracts for this summer. For those of us who haven't applied for WY Unemployment Benefits yet, is there a deadline? For those of us who have already qualified for WY Unemployment Benefits: If we receive a new contract with our employer, will we need to continue submitting our weekly job search information until our new start date? If we don't receive a new contract, how long can we receive benefits while searching for another place of employment? Also, a couple of us have health issues considered in the "at-risk" category for more severe illness with COVID-19 : Does this change their job search requirements at this time?**

If you are unemployed due to one of the reasons for COVID-19, the work search requirement is waived. If you aren't unemployed due to COVID-19, you will have to try and attempt to do the work searches required and continue until you are employed again. When you file for a regular claim, your notice states how many weeks you are eligible for.

- 235. Every week we get at least 2-3 credit card offers in the mail. We always cut the cards and paperwork up and dispose of them. After we received the Wyoming unemployment brochure in the mail, we realized that we may have cut up and thrown away the US Bank debit cards as well. We weren't expecting them as we had both selected to have our benefits directly deposited into our checking account. As far as we can tell we are still signed up for direct deposit. How long should it be before we see the first deposits so that we know for sure that our direct deposit went through?**

The US ReliCard is sent as a backup payment method if we can't get your payments to you through your direct deposit. Once the Pandemic Unemployment Assistance (PUA) claim is established, you will receive a PUA-25 and after that you will receive payment in your bank account.

- 236. Is the PUA program funded by a certain dollar amount? Can the program run out of funds like the small business loan program has?**

The Pandemic Unemployment Assistance (PUA) program is 100% federally funded through 12/26/20. The program is not dollar amount limited like the small business loan program.

- 237. I have looked through my tax return for 2019 and I don't have a 1099. Is it possible to make an appointment with the closest office and take my tax return in to them to look over or would a 1040 schedule C work for last year?**

The list of acceptable proof of income is located here: <http://wyomingworkforce.org/covid19-resources/faq/> You will need to click on the Self-employed, etc. (PUA) button and scroll down to “What information will I need to provide to be able to apply for benefits?”