

What To Do When Laid Off – Michigan Employees

***NOTE: If laid off on or before Sunday March 28, 2021, and you qualify for Good Friday holiday pay, Friday April 2, 2021, and/or SWW pay, you must report these earnings to the State, benefit week ending Saturday, April 3, 2021.**



Follow this guide to ensure you get your State Unemployment and SUB payments

Filing for Unemployment Benefits

FCA will open a claim for you if you are Full Time Employee on layoff
(Supplemental Employees must Contact the State to open a Claim)



After the claim is opened the State will notify you of **WHEN TO CERTIFY**

for Unemployment Benefits either by sending you a letter in the mail

OR . . .

by posting the information on your **MiWAM** account.



Michigan Web Account Manager

Search the UIA website: "Handbook for Unemployed Workers" for helpful information.

Certifying Your Layoff with the State

YOU MUST CERTIFY to receive Unemployment Benefits following the date(s) included in the State's Instructions.

You will be certifying for State Unemployment Benefits for the week(s) you were laid off.
State Benefit Weeks end on Saturdays.

YOU CAN CERTIFY BY :

calling MARVIN at:

1-866-638-3993

OR . . .

Use MiWAM by going to:



<https://miwam.unemployment.state.mi.us/ClmMiWAM>

Click on the MiWAM logo to access the MiWAM toolkit and create or open your account.

NOTE: Certifying for the wrong week can result in delays of your future Unemployment Benefits and SUB payments.

Benefits of using MiWAM instead of MARVIN:

- You will be able to certify any day/time during your certification week instead of being locked into a specific day/time using MARVIN.
- Using MiWAM online certification may speed up your SUB payments.

Important Things YOU NEED TO KNOW!

IMPORTANT NOTE: If you receive vacation or PAA pay during a layoff, you will **NOT** be eligible for Unemployment **OR** SUB Benefits. If you have deferred your vacation pay to a week you are on layoff, you may change that deferral date to a different date through Employee Central.

IMPORTANT NOTE: If you have questions or concerns about your State Unemployment Claim you **MUST** call Michigan UIA at:

1-866-500-0017



follow the prompts to the Employer File Claim (EFC) Unit.

Caution: You must report all your earnings*, if you do not and you collect benefits that you are not entitled to, you may be called to the Employment Office for discipline up to and including **termination**.

SUB Eligibility

- ✓ Full Time Seniority Employees with at least one year of Corporate Seniority as of the last day worked before the qualifying layoff are eligible for SUB pay through FCA.
- ✓ Normally, SUB Benefits are automatically processed the week following the payment of your State Unemployment Benefit.
- ✓ You can verify your receipt of SUB Pay or Denial through eSUB in the ePay System.